

**Course Title:** English Composition I – CM 103

**Instructor:** Jennifer DeLuca-Brown

**Email:** Through Angel email system

**Phone** Mon. through Thurs. 7:30 - 4:30: 785-738-9005

**Office Hours:** M/W mornings; Tues./Thurs. 10:00 – 2:30

**Course Description:**

**English Composition I will examine rhetorical strategies and application of these strategies through writing, emphasizing grammatical correctness, acceptable usage, effective organization and expression of ideas. Critical thinking, argumentation, research and analysis of selected readings are part of the course. Assigned readings, expository writings, journal contributions and a research paper are required. Prerequisite requirements: grade of C or better in COM 099 or appropriate ACT/ASSET/Compass scores.**

**Required Texts and Supplies:**

The Sundance Writer, 4th Edition, Mark Connelly. ISBN: 978-0-495-80198-6.

**Use of Additional Resources:**

Each student will need to conduct out-of-class research for purposes of the research paper. This paper will require written resources beyond those introduced in the class. Sources used in the writing of this assignment cannot all be from the same medium. For example, all sources cannot be internet derived, but a combination of internet, publications and print sources.

**Writing Requirements:**

We will have 5 major paper assignments during the semester. The five are:

Narration

Description

Definition

Cause and Effect

Research (Persuasion)

We will work on each unit for approximately two weeks with the research unit taking more time. At the end of the first week you will be expected to post a rough draft of your essay for peer review.

#### Peer Review:

We will participate in peer review. You will need to post your rough draft and then read the drafts of your classmates. You will then be responsible to comment on two of your peer's essays that have been posted. A set of guideline questions will be provided to help with peer review. As with weekly discussions, participation after the due date will not be counted for grading.

#### Weekly Activities and Discussion:

Each week you will have an assignment that will contain a writing activity or discussion question or a combination of both. You will need to complete each weekly assignment by the end of that given week, Sunday at 11:59 p.m. You will not have the chance to make-up this work or respond to discussion past the due date. **Late work will not be accepted.**

#### Portfolio Exam:

At the end of the semester, you will turn in a portfolio of your written work from the semester. This will serve as your final for the class. The portfolio will contain the research paper, as well as two other major writing assignments. All three papers should be revised and neat.

### **Grading/Evaluation:**

Grades will be determined as follows:

400 pts. - Major writing assignments, narrative, description, definition, cause and effect, process

200 pts - Research assignment

200 pts. - Weekly discussions and homework assignments

200 pts. - Peer Review

200 pts. - Portfolio

Major writing assignments (narrative, description, definition, cause and effect) will all be worth 100 pts. All papers handed in **late will be deducted 20 points** for up to one week after the due date. After that week, a grade of zero will be given. All major papers must follow formatting rules as designated in the assignment.

Homework will be graded on both completeness and neatness. Grammar, spelling, organization and your original work are expected.

You must complete the Portfolio Exam in order to receive a passing grade for this course.

### **Withdrawal from College:**

The last official day a student can withdraw from a General education class is two weeks after midterm each semester. A grade of “W” (withdrawn) will appear on the transcript for these courses. Withdrawal forms are available in the Registrar’s Office at the Administration Building. Withdrawals are not effective until completed forms are on file in the Registrar’s Office. If a student fails to follow the withdrawal procedure, a grade of F will appear on the transcript.

### **Services for Students with Disabilities:**

Students, with either a permanent or temporary disability, who require accommodation for more than one week, should request services by contacting the Student Services Office. Students requesting accommodations must present written documentation from a certified professional, which should include a statement identifying the disability as well as recommendations for accommodations. Contact, at least one month in advance, the Dean of Student Services (785) 738-9008 to make requests for accommodations.

### **Academic Dishonesty:**

Academic dishonesty of any kind will not be tolerated while attending North Central Kansas Technical College. The examples of academic dishonesty are plagiarism, cheating, falsification or forgery of any assignments or examinations. Any student who participates in any form of academic dishonesty must accept the consequences of their actions. These consequences may include but are not limited to the following (a) verbal or written warning, (b) lowering of grade for assignment/activity, (c) failure of class assignment or exam and (d) failure of the course.

### **Course Outcomes:**

- Develop reasonable competence in written communication.
- Improve expressive, narrative, descriptive and expository skills.
- Gain basic organizational skills.
- Become aware of various styles appropriate for writing across the curriculum.
- Read and discuss models which stimulate theme ideas.
- Gain confidence through the use of language and writing as a means of communication.
- Learn to paraphrase, summarize and quote without plagiarizing

## **Course Outline:**

- I. Course Introduction
  - A. Why we write
  - B. Types of Writing
  - C. Writing Process
  - D. Importance of Revision
  - E. Introduction to library
- II. Grammar Review
  - A. Paragraphs
  - B. Basic Essay structure
  - C. Mechanics
  - D. Sentence structure
- III. Narrative
  - A. Criteria for effective narratives
  - B. Prewriting techniques
  - C. Examples
- IV. Description
  - A. Criteria
  - B. Examples and practice writing
- V. Definition
  - A. Criteria

- B. Examples and practice writing
- VI. Cause and Effect
  - A. Criteria
  - B. Applications
- VII. Research – Persuasive
  - A. Research and source reliability
  - B. Plagiarism
  - C. Incorporating source material into writing
    - 1. Paraphrasing
    - 2. Quoting
    - 3. Summarizing
  - D. Persuasive techniques
    - 1. Toulmin system
    - 2. Ethos, pathos, logos
- VIII. Business Writing
  - A. Letters
  - B. Memos/Emails
  - C. Resumes
- IX. Portfolio Exam