

College Composition 1  
EN 110 – Dual Credit  
Central Methodist University  
Fall Semester 2017 – 16 weeks  
8:12 to 9:02\*  
9:06 to 9:56\*  
12:12 to 1:02\*  
1:06 to 1:56\*

**Contact Information:**

Instructor – Mrs. Heather Hoyle  
Email – [ahoyle@centralmethodist.edu](mailto:ahoyle@centralmethodist.edu)  
Fax – 660-248-6981

~Welcome, welcome...

**Required Materials:**

Ruszkiewicz, John J. *How to Write Anything: A Guide and Reference*. Second Edition.  
Boston: Bedford/St. Martin's, 2012  
ISBN#: 978-1-4576-0243-6.

Notebook/paper

Pen/pencil

Folder or binder for organizing your papers and handouts

Course syllabus

\*Schoology account and access to a computer

**Course Description:**

EN 110 College Composition 1 (3 credit hours) focuses on techniques of topic development and drafting, as well as revision to help students write clear, concise sentences, paragraphs and essays. EN 110 is also the study of grammar, syntax, and diction and their relationship to effective writing. The course is designed to teach students to achieve college-level competence in academic writing.

**Course Objectives:**

Upon completion of this course you should be able to communicate clearly and purposefully through writing in academic **settings across the disciplines at the college level**. You will produce written works in a variety of different formats and lengths, all supported through thoughtful research.

**Common Core Competencies:**

This course meets Common Core competencies 1, 2, 3, 4, 5.

**Course Resources:**

Your on-site facilitator and your instructor are your first lines of defense if you need any help – ask questions if you are unsure, that is what we're here for. In addition to class time, you also have online resources to support your work in this class.

- Email: check your email regularly. Communicate questions or issues with your professor.
- SCHOology: *Schoology* is an online Learning Management System that we will use for this course. You can log in at <https://app.schoology.com/home>. You will be provided with a class code to enter when you first create an account that will automatically place you in our specific course.
- Assignments, announcement and resources will be posted in *Schoology*. This is also the PREFERRED PLACE to turn in your assignments (other than your hard copy drafts which will be faxed or mailed).
- Grades can also be accessed on *Schoology* – I’ll keep them up to date as possible.
- MyCMU – this online platform is a service newly available for dual credit students. We’ll discuss this further as the semester goes on.
- As a CMU student, you have library privileges☺ Online databases through the CMU library can be accessed from the library page. These online resources will be used for research and reading for this course. The login username: libraryd – and the password: eXt2005

### **Attendance Policy/Make-up Work:**

I keep attendance for YOU not for me. Excessive absences (four) will prompt a discussion regarding withdrawal from this college course. \*\*Coming to class is crucial to your success! And a C grade is necessary in Comp 110 for CMU credit. Communicate with Mrs. Hoyle if you know you will be absent. Ask your instructor and your classmates for the notes and assignments you have missed. Recordings of class sessions may be available. \*Ask if this is something you would like to access. Please look at CMU’s full attendance policy in the 2013-2014 CLAS catalog (p. 35).

### **Academic Conduct:**

Whether it is *intentional* or not, plagiarism is unacceptable in a college classroom. Failure to cite sources in academic writing (either intentionally or unintentionally) will be penalized.

Plagiarism occurs when a student submits someone else’s work as her own, or when she uses someone else’s ideas without giving due credit. If a student is found guilty of plagiarism on a paper, he will receive a zero for the assignment. If he is found guilty of plagiarism a second time he may receive a failing grade for the course and any other penalties, including probation, suspension, or expulsion that the college officials and high school administrators deem appropriate. The same penalties will be assessed for any other type of academic dishonesty such as cheating on a quiz or giving another student answers to a quiz.

### **Course Activities:**

*\*\*All assignments will be thoroughly explained and given directions as they come up.*

- Readings – will include sections of the textbook, articles provided by Mrs. Hoyle, research reading you will accomplish on your own.
- Discussions – you will be expected to participate in class discussions about the topics we’re exploring – this will happen in person, but also across *Schoology* in small group discussions online. Intellectual discussion is the FOOD for thought that can lead into excellent writing. Talking and listening are both important ingredients – you’ll get a chance to do plenty of both. I encourage you to push yourself in these contributions.
- In-class Writing – many days there will be short writing assignments that will be accomplished during class time. This can include: summarizing, paraphrasing, proper quotation, subjective and objective perspective, research techniques, academic reading and writing techniques, literal and figurate language, identifying audience and purpose, expanding vocabulary, analysis and synthesis of research material.
- Homework – there will be multiple small writing assignments (1 to 3 pages) that will need to be completed as homework and turned in on *Schoology*.
- Essay Writing – there will be three essays completed during this course.
  1. The Personal Positional Essay
  2. The Descriptive Perspective Essay
  3. The Research Essay

\*\*Late work will not generally be accepted unless a student has made specific arrangements with Mrs. Hoyle. Talk to me if you are having trouble getting something done!

### **Editing and Drafting Writing**

All the essays we write in class will be edited several times – you will save each DRAFT of your essay so we can mark the path of improvement and change your writing goes through. This process is one of the biggest reasons Comp is a required college course! You will receive significant points for taking part in this process. Even published professional writers know, no matter where your writing skills are today, editing drafts helps improve your ability to communicate in words. \*\*\*PRINTING – there will be times this semester when you will need/want to print off assignments to read, work on in class. Prepare now for how you will print – home, facilitator, library at school.

### **Instructor Feedback and Communication:**

- I will be participating in discussions, as well as giving feedback during class time about everyone’s writing.
- I will communicate with you over *Schoology* and through email to support your writing during the semester.

- I will return written work via email as well as mailed hard copies and also thru *Schoology*, so you can see the comments I have to improve your work.
- Each time you turn in drafts of an essay, I will give you quick feedback to help you improve your writing and get the best grade possible.
- I will try to keep the *Schoology* gradebook up to date weekly – you can check your grades at any time, but remember, the online gradebook is for us. You're official grade gets submitted to CMU at the end of the semester.

### **Student Feedback and Communication:**

- Feel free to contact me with questions.
- Check your email and *Schoology* regularly – along with coming to class, these are the surest ways to stay on track. *Schoology* notifications can be sent on your phone.
- SUBMIT ALL YOUR WRITTEN WORK IN WORD.DOC, DOCX, PDF OR RTF. 12 point, Times New Roman font, double spaced, one inch margins = standard academic format. We will go over this in class☺
- Save all your work on a flash (thumb) drive, as well as saving it to your computer. It is your responsibility to backup all course-related files; you should make it a habit to save assignments in multiple locations.
- When you send an email to your instructor, carbon copy (cc) it to yourself as well, just to be safe.
- EACH TIME YOU email me something with an attachment (homework, essay) –I will quickly reply “got it” – that way you don't worry that your work is floating out in the ether somewhere.

### **Finally...**

I am very happy to be your instructor for this class. Wherever you are with reading, writing, thinking, listening and speaking today, in sixteen weeks you will have improved significantly. You will also feel confident about your writing, and you will know that you can transfer into college next year and write for any professor, for any class, and write WELL.

\*\*\*All assignments in this class will be communicated thoroughly and completely as we progress.

### **CMU Mission:**

*Central Methodist University prepares student to make a difference in the world by emphasizing academic and professional excellence, ethical leadership, and social responsibility.*

*\*Academic Property – all work (original or copy) submitted by the student to satisfy the requirements of the course may be retained at the discretion of the instructor non-profit and educational purposes. Such work is generally used for assessing the course and providing evidence of student accomplishment by review by accrediting agencies. Any student wishing to prohibit such use of their work may do so by notifying the instructor in writing.*