

**College Composition 1**  
**EN 110 – Dual Credit**  
*Central Methodist University*  
 Fall Semester 2020 – 16 weeks  
 Start date: Thursday, August 27th  
 Tuesdays, Thursdays and Fridays  
 8:12 to 9:02\*  
 9:06 to 9:56\*  
 10:00 to 10:50\*

**Contact Information:**

Instructor – Mrs. Heather Hoyle  
 Email – [ahoyle@centralmethodist.edu](mailto:ahoyle@centralmethodist.edu)

~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

\*Additional readings, handouts and course materials will be accessible through  
 SCHOOLGY – each student will have their own *Schoolgy* account.

\*Schoolgy account and access to a computer, flash drive or Google docs

COLLEGE VERSUS HIGH SCHOOL COURSE? WHAT'S THE DIFFERENCE?

**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.

### **Accessibility and Accommodation:**

“Central Methodist University does not discriminate on the basis of race, color, religion, sex, national origin, age, or federally defined disability/state defined handicap ("disability"). This includes but is not limited to recruitment and admission of students, educational programs, services, activities, financial aid, and scholarship programs. The University complies with all federal and state non-discrimination requirements.”

The procedures, described in the university’s catalog, are intended to guide and assist faculty, staff, and students in complying with this policy and in determining reasonable accommodations to be made for the federally defined disability claimed. All materials and information regarding disabilities will be governed by the University’s normal policies regarding privacy.

To request reasonable accommodations for a disability, students must fill out and submit the application and information forms and provide professional documentation of the disability (These forms can be found at <http://www.centralmethodist.edu/academics/learning-teaching/disability-accommodations.php>). The information must be received by the staff of the Center for Learning and Teaching before reasonable accommodations are provided. Please see the website for the Center for Learning and Teaching for more information (<http://www.centralmethodist.edu/academics/learning-teaching/> )

**Dual credit students wishing to request reasonable accommodations for a disability must also fill out the forms, even if they already have an IEP or other paperwork on file with the high school.**

### **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.
- SCHOOLGY: *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. **Sign up as a CMU college student!** This ensures the platform won’t limit your messaging capabilities.
- 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 scanned or mailed).
- Grades can also be accessed on *Schoology* – I’ll keep them as up to date as possible.

- MyCMU – this online platform is a service newly available for dual credit students. You should receive a CMU ID # from the college or your facilitator which allows you to access your CMU account.
- WHY USING THESE SYSTEMS MATTERS? Constant contact – in tune - Especially this semester!
- 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 and ZOOM ZOOM ZOOM:**

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!

IF you will miss class – b/c of bad or good reasons, be sure to send me a message – it helps me remember to RECORD class and let's me know that you're on the ball.

IF anyone is absent, or if I'm discussing important ideas and assignments, I will RECORD class using ZOOM. If you're gone, you should plan to watch/listen to class on your own time. \*\*\* You can also stream our class each day from home. You can also make an appointment to meet with me on Zoom for a conference (virtual office hours). You can also rewatch a class that you need to remember. You can also do ALL THIS on your PHONE!

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. Please look at CMU's full attendance policy in the 2013-2014 CLAS catalog (p. 35).

*You're here, but are you HERE? Microphones, mutes and hazy mornings. Let's talk about virtual classrooms.*

### **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. Let’s talk a minute about PRINT versus DIGITAL reading. WHO WILL PRINT? HOW WILL PRINT?
- 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 four essays completed during this course.
  1. The Personal Positional Essay
  2. The Descriptive Perspective Essay
  3. The Research Essay
  4. Surprise...

T/TH/F classes – M/W what happens? This course will require more time than the M/W off days to complete the work. Plan now for when in your life you will make time and space to complete the English 110 work.

**\*\*Late work will not generally be accepted unless a student has made specific arrangements with Mrs. Hoyle. Due dates on Schoology will be fixed and always easy to find – take a look at the Calendar function☺ 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 papers – 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.\*\*\*Printing in the time of Covid.

### **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. Google DOMINATION is good?
- 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. If you submit your work on *Schoology* – you can see if the assignment is there. I'll let you know if I can't open/access it.

### **Assessment:**

- Remember, what's the goal of college study?
- Some of your work will be “informal” – handwritten, typed, graded for the IDEAS and the content you put into them.
- Some of your work will be based on participation and presence in class.
- Some of your work – the ESSAYS in particular – will be graded based on a rubric that breaks down your content, draft process, grammar/mechanics, and other criteria. These papers will receive a point and percentage grade that will be viewable to you in *Schoology* and in the gradebook.

- The OVERALL gradebook in *Schoology* for the course is a standard percentage system = 90 – 100% A, 80 – 89% B, 70 to 79% C, etc. \*Remember, you must have at least a 70% in this course to advance to Comp 111 in the Spring.

### **Final Exam?**

There is NO final exam for this course!

### **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 SUCCEED.

\*\*\*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.*

- Give “the code”

#### **Access Code**

8:12 = MS37-W3B5-X8WP4

9:06 = 5N6W-T3K2-D2VCQ

10:00 = C9ZC-SX5F-VW5D

- Talk about The Circle of Language
- First assignment – join *Schoology* and complete *The Introductory Letter* you will find there.