

<b>Course Description:</b>	<ul style="list-style-type: none"><li>ENC 1101 is a course in essay writing and research, incorporating some review of basic grammar. It concentrates on helping students to develop skills in composing college-level expository essays and research papers. Students will learn to write essays that are unified, coherent, and grammatically correct. Learning activities are also included to help competency in information literacy, research, and documentation, critical thinking, and critical reading. The course includes practice in critical reading and analysis of texts as well as an introduction to college level research and proper source documentation. An exit grade of "C" or higher is required. ENC 1101 is a Gordon Rule writing course as defined by SBE Rule 6A-10.030. This means that students will write 24,000 words in four three-credit hour courses i.e. 6,000 words per course.</li><li>College ready status, satisfactory score on a placement test, or completion of developmental reading and writing with a grade of "C" or higher.</li></ul>
<b>Credit Hours:</b>	<ul style="list-style-type: none"><li>Three credit hours</li></ul>
<b>Course Materials:</b>	<ul style="list-style-type: none"><li><i>The Little Seagull Handbook with Exercises</i> (3<sup>rd</sup> edition)</li><li><i>Everyone's an Author with Readings</i> (1<sup>st</sup> edition)</li><li><i>They Say I Say</i> 3<sup>rd</sup> edition (used in class only)</li></ul>
<b>Tutoring:</b>	<ul style="list-style-type: none"><li>Free on-campus tutoring is available in the Academic Support Center on each campus. Orange Park – Room L0113, Palatka – Room T0207, St. Augustine – Room L0124</li><li>Free online tutoring is available through Smarthinking via the student tab on the MySJRstate portal.</li></ul>
<b>Student Learning Outcomes:</b>	<p>Upon successfully completing this course, students shall be able to:</p> <ol style="list-style-type: none"><li>Recognize and utilize in essay writing and on exams correct grammar in areas such as fragments, comma splices, and fused sentences, subject/verb and pronoun antecedent agreement, correct pronoun, adjective, adverb usage, punctuation, etc.</li><li>Demonstrate in essay writing and on exams effective word choice, including correct or best choice of denotative /connotative word, avoidance of slang, jargon, clichés, and pretentious expressions and avoidance of wordiness.</li><li>Be able to demonstrate in essay writing and on exams development of effective sentence structure including use of a variety of sentence structures, avoidance of unnecessary use of passive construction, avoidance of awkward construction</li><li>Utilize various rhetorical strategies and modes to produce written assignments that are effective, organized, logical, and mechanically sound.</li><li>Recognize, identify, and evaluate the rhetorical principles and techniques used in expository reading selections.</li><li>Analyze the effectiveness of written efforts and proofread/edit as necessary.</li><li>Plan, organize, and complete a college-level essay in a supervised, timed environment.</li><li>Analyze, synthesize, and evaluate assigned and researched readings with a view to their rhetorical principles and techniques, artistic merits, content, logical progression, and thoroughness of citations.</li></ol>
<b>Safety &amp; Security:</b>	<p>The mission of the Department of College Safety and Security is to provide a safe, secure, and productive college learning environment for students, faculty, staff, and visitors. All policies of the St. Johns County School District regarding Safety and Security are applicable to this course due to its location on a high school campus.</p>

**Assessment:** Grammar = **30%** (includes **5** tests)  
Writing Assignments = **30%** (includes **4** formal essays & their corresponding rough drafts & re-writes)  
Homework/Classwork = **20%** (includes, but is not limited to Reader's Workshop activities, grammar assignments, chapter worksheets, & other writing assignments)  
Grammar Final Exam = **10%**  
**Essay Final Exam = 10%**

**Grading Scale:**

A	90.0%-100%
B	80.0%-89.0%
C	70.0%-79.0% (minimum passing grade is 70.0%)
D	60.0%-69.0% (no grade in this range will be rounded up)
F	59% and below

Final class grades of 79.5 and above & 89.5 and above will be rounded up. No other grades will be rounded.

**Make-Ups:** All assignments are due in class on the date listed on the syllabus and/or calendar. If you are going to miss a class, papers may be turned in early. Late assignments (after 3:45 on the due date) will not be accepted. In the event of an unexpected emergency, make sure you submit your paper to TurnItIn.com or email it to me and turn in the printed version when you return to school. Since you submit all papers online, there is no excuse for missing an assignment

**Academic Integrity:** Students in this class must know, observe, and not compromise the principles of academic integrity. It is not permissible to cheat, to fabricate or falsify information, to submit the same academic work in more than one course without prior permission, to plagiarize, to receive unfair advantage, or to otherwise abuse accepted practices for handling and documenting information. The grade for this course includes the judgment that the student's work is free from academic dishonesty of any type. Violations or infractions will be reported to the Vice President for Student Affairs and may lead to failure of the course and other sanctions imposed by the College.

**Disability Services:** Students with disabilities who require a note taker or other accommodations should notify their instructor as soon as possible so those accommodations can be coordinated with the appropriate office. Students who would like to be a note taker should notify their instructor as well.

**Classroom Structure & Protocols:** The college classroom is an adult environment, and students are expected to behave accordingly. Any use of electronic devices during class, including but not limited to cell phones and text messaging is prohibited; additionally, offensive language, rude behavior, and inappropriate attire will not be tolerated. Any use of electronic devices during class, including but not limited to cell phones and text messaging is prohibited; additionally, offensive language, rude behavior, and inappropriate attire will not be tolerated. You will be asked to leave the class and will have your grade penalized accordingly. All of the traditional high school rules will apply even though this is designed as a college course.

The best way to contact the instructor in the event of an emergency is text messaging. If it is a concern, but not an emergency, then please utilize email. My goal is always to return an email within 48 hours. If it is a question regarding information already covered in the material given in class, double check with a classmate before contacting the instructor for clarification. General classwork and homework grades will be graded and posted in a timely manner i.e. usually within the week. The essays, which make up the majority of the course, will require more time; however, the goal is always to return the essay in time to review it before the next essay is due.

Additionally, students are expected to come prepared to class with completed assignments, books, pen/pencil, and paper. You cannot successfully participate in class if you do not have the necessary materials. If students consistently arrive unprepared, they could be withdrawn from the class.

Students are expected to log onto Schoology, Canvas, and Remind.com regularly to check announcements, download handouts, check your grades, complete assigned work, etc. "I forgot" or "my computer/Internet was down" or "my printer is out of ink" are not valid excuses. I strongly recommend that you visit the campus computer labs and have a backup plan in the event you have computer issues. Failure to do the above may result in a reduction of your grade.

TurnItIn.com and supplemental grammar websites are required components of this class. This is a cooperative learning classroom, and all students will be **required** to work in groups during class periods. Timely arrival to class

is necessary in a cooperative learning situation and is a sign of respect for me and for other class members, not to mention good training for the real world.

**Attendance Policy:**

All final drafts of papers must be word-processed, double spaced, in Times New Roman 12 font and submitted to TurnItIn.com. Points will be deducted for failure to submit to Turnitin.com by the designated date. All papers submitted in this class must be original works created for this class. Papers written or submitted in another class will not be accepted.

Late arrival to class is unacceptable. If a student is tardy 3 times, those 3 tardies will be recorded as an absence and will count toward the college warning/drop policy.

As stated in the student handbook for SJRSC, you **may** receive an instructor warning when you have missed the equivalent of three 50-minute class periods regardless of the reason and **may** be withdrawn from the course by the instructor after the fourth 50-minute absence. Because in high school, our class will meet twice as often. You will not be withdrawn after the third absence but instead after the **SEVENTH** absence. Please keep in mind that college does not consider excused and unexcused absences; to them, an absence is an absence. If you as a student have your affidavit turned in allowing me to contact a parent. Communication about attendance will begin after the third absence.

It is the student's responsibility to withdraw from class. Do **not** assume that the instructor will withdraw you. Do not stop coming to class without withdrawing officially – protect your GPA. The number of absences allowed by school policy does not affect the make up/drop grade policies of this class

**Withdrawals:**

The last day to officially withdraw is \_\_\_\_\_. Withdrawals are done online at MySJRstate or through the Dual Enrollment Office. Please see deadlines given to you on Day One of class.

## Tentative Course Calendar

Week	Days	Topics
1	August 12-16	Review Dual Enrollment Information Session (see notes from powerpoint) Take grammar diagnostic and summer reading assessment Check out textbooks Receive Doppelganger assignment
2	August 19-23	Review Syllabus & Weekly agenda How to Email a Professor & Corresponding Assignment Reader's Workshop Wednesday Review Grammar Diagnostic EA Intro.-Ch 3 Reading & Worksheet
3	August 26-30	EA Ch 11 WS Reader's Workshop Wednesday <b>ESSAY #1 rough draft- due Tuesday</b> Reader's Workshop Wednesday <b>ESSAY #1- final draft -due Thursday</b>
4	September 3-6 4-day week	Monday- Labor Day- Student Teacher Holiday <b>Grammar Quiz #1</b> (Part One: Sentence Construction includes Elements of a Sentence, Sentence Fragments, Comma Splices, Fused Sentences, Verbs, Subject-Verb Agreement, Pronouns, & Adjectives and Adverbs)
5	September 9-13	Reader's Workshop Wednesday EA Ch 5-8 WS
6	September 16-20	EA Ch 12 WS Reader's Workshop Wednesday <b>Grammar Quiz #2-</b> (Part Two: Sentence Structure includes Sentence Completeness, Sentence Consistency and Parallelism, Position of Modifiers, Coordination, Subordination, Shifts, Separation of Sentence Parts, Appropriate Words, a& Idioms)
7	September 23-27	<b>ESSAY #2 rough draft- due Tuesday</b> Reader's Workshop Wednesday

		<b>ESSAY #2- final draft - due Thursday</b>
8	<b>Sept. 30-Oct. 4</b>	Reader's Workshop Wednesday EA CH 13 WS
9	<b>October 7-8 (Homecoming Week)</b>	EA Ch 24 – 26 Reader's Workshop Wednesday <b>Grammar Quiz #3- Tues., 10/8--</b> (Part Three Words Often Confused, Prepositions, Unnecessary Words, Adjectives, Adverbs, Articles, & Building Common Ground)
<b>Halfway Point of ENC1101</b>		
10	<b>October 14-18</b>	Monday- Oct. 14-Teacher Planning Day- <b>CANCELED</b> <b>ESSAY #3 (Review #1) rough draft- due Tues. 10/15 &amp; final due Thurs. 10/17</b> <b>Wed., Oct. 16- PSAT</b> Reader's Workshop Wednesday
11	<b>October 21-25</b>	EA Ch 14- 15 WS <b>ESSAY #3 (Review #2) rough draft- due Tues. 10/22 &amp; final due Thurs. 10/24</b> Reader's Workshop Wednesday
12	<b>Oct. 28 – Nov. 1</b>	EA Ch 31-33 WS Reader's Workshop Wednesday <b>Grammar Quiz #4- Tues. 10/24-</b> (Englishes, Commas, Semicolons, End Punctuation, Quotation Marks, & Apostrophe--- with some Part Four and some Part Five)
13	<b>November 4 – 8</b>	Reader's Workshop Wednesday <b>Practice for ESSAY #4- Timed Writing- In-class</b>
14	<b>November 12 – 15 4-day week</b>	Monday- Nov. 11Veteran's Day- Student/Teacher Holiday Reader's Workshop Wednesday EA Ch 16 WS
15	<b>November 18 – 22</b>	<b>ESSAY #4 –Timed Writing- In-class</b> Reader's Workshop Wednesday
16	<b>November 25 – 26 2-day week</b>	Thanksgiving Letter Due Thanksgiving Break Nov. 27- 29- No School Wednesday-Friday
17	<b>December 2 – 6</b>	Reader's Workshop Wednesday <b>Grammar Quiz #5--</b> (Other Punctuation, Hyphens, Capitalization, Italics, Abbreviations, & Numbers—with some Part Four and some Part Five) EA Ch 17-18 WS <b>Take Essay Final Exam from SJRSC</b>
18	<b>December 9 – 13</b>	Grammar Review Take Grammar Final Exam from SJRSC
	<b>December 16 - 20</b>	Midterm Exam Week