**English Composition**

**EN 101-xxx | Spring 2021 | 3 Credit Hours**

**Lecture**

**Instructor Name**

**Office Hours, Office Location, and Contact Information**

**UA Campus Directory:**

Office hours will be held on Zoom. Please email for an appointment.

Email: xxx@ua.edu or Blackboard email

**Prerequisites**

None

**Course Description**

Introduction to rhetorical strategies, critical reading and thinking skills, composing processes, sentence-level conventions, and reflection skills needed to participate successfully in the University of Alabama discourse community. Intended for native speakers of English. Grades are reported as A, B, C, or NC (No Credit). A grade of C- or higher is required as a prerequisite for advancing to another English course at The University of Alabama. Offered each semester and in summer school. EN 101 does not apply as credit to the English major or minor. This course satisfies 3 hours of the FC (freshman composition) core requirement.

**Student Learning Outcomes**

By the end of the semester, you will

* Develop a repertoire of diverse rhetorical strategies that will enable you to assess and appropriately respond to each assignment’s genre, audience, and purpose.
* Demonstrate in writing a strong command of critical thinking skills such as analysis, synthesis, interpretation, and evaluation.
* Compose essays by working through multiple drafts; by participating in opportunities for peer and instructor feedback; by applying that feedback in revisions; and, in general, you will treat the composition of any written text as a deliberate and recursive process.
* Employ grammar, punctuation, mechanics, usage, and basic citation and paper formatting in a manner appropriate to the genre and assignment being composed.
* Reflect, in writing, on your own development as a writer.

**Required Texts**

**Required Texts from UA Supply Store:**

ACCESS GRANTED DIGITAL MATERIALS / EN 101/102/103 ACCESS GRANTED PROGRAM (BULLOCK/COMPLETE UA CUSTOM) (Required)

**Other Required Course Materials**

* Computer
* Word processing software or application (Microsoft Word, Google Docs, etc.)
* Internet access

**Classroom Environment**

* Treat others the way you want to be treated. Recognize and value the diverse experiences, abilities, and
knowledge each person brings to class. Please be kind and civil, whether in live interactions, online responses, or in private communications with each other.
* Help me foster a class environment where everyone feels empowered to learn.
* If something in this class makes you uncomfortable, please let me know. I will do my best to remedy
the situation.

**Attendance Policy**

The First-Year Writing program expects your full engagement in the work of face-to-face, online, and hybrid classes. Because writing classes are intensive and interactive, missing classes, failing to meet deadlines, and/or not participating in required activities will significantly compromise your learning.

Should you face extenuating circumstances, however, we will remain as flexible as possible in accommodating you. Our specific policies are shown below. Please consult your instructor and/or Dr. Luke Niiler, Director of First-Year Writing (lpniiler@ua.edu) with any questions.

* Face-to-face and hybrid classes: During Fall and Spring semesters, you should miss no more than four classes in sections that meet twice a week, and no more than six classes in sections that meet three times a week. During Summer semesters, you should miss no more than three classes. Your final grade will be reduced by 1/3rd of a letter (ie, B+ to B) for each additional class you miss. Please note that scheduled instructor conferences and online classes that meet at the same time as your regular class time count as regular classes.
* Officially designated distance learning classes: Please read and follow all communications from your instructor, meet deadlines listed on the course schedule or syllabus, and participate in all class activities. These activities and assignments may include Blackboard or Turnitin assignments, online peer review, video conferences, ePortfolio work, etc. See your instructor’s late/missing work policy for additional details and penalties.
* If you approach absence limits, begin missing deadlines, miss daily work due to absences, or fail to participate in required activities, it is your responsibility to promptly communicate your circumstances in a timely manner to your instructor, who can work with you to make alternative arrangements.
* Note that all such arrangements are subject to the terms of your instructor’s late/missing work policy. Also note that late or missing work can result in grade penalties, per your instructor’s policy.
* Attendance accommodation requests from the Office of Disability Services (ODS) should be shared promptly and privately with your instructor.

**Papers/Projects, Word Counts, & Grade Distribution**

|  | Word Count | Percentage Points |
| --- | --- | --- |
| Discussions (7 @ 1.5% each) |  | 10.5% |
| Journals (5 @ 1.5% each) |  | 7.5% |
| Assignments (3 @ 2% each) |  | 6% |
| Draft Submissions (4 @ 2% each) | 800-1250 words each | 8% |
| Peer Review (4 @ 2% each) |  | 8% |
| Literacy Narrative: Revision Submission | 800-1250 words | 15% |
| Profile Essay: Revision Submission | 800-1250 words | 15% |
| Evaluation Essay: Revision Submission | 800-1250 words | 15% |
| Portfolio: Revision Submission | Variable word count (Revision) 700-1000 words (Reflection) | 15% (for entire portfolio) |
| Total | ~6500 words (includes drafts and revisions) | 100% |

**Policy on Missed Exams and Coursework**

**Major graded essays:** If you require a deadline extension for any reason, please e-mail me by 11:59 p.m. of the night prior to the due date so that we can negotiate an acceptable arrangement and agree on a new due date. If you miss a deadline without having informed me in advance (or miss our mutually agreed upon deadline in the case of an extension) I will deduct 10 points from your assignment for each day it is late until I reach zero. Please note that you are limited to 2 such requests this semester. An important reminder: you cannot request a deadline extension for your Final Portfolio.

P**rocess work (discussions, journals, and assignments):** I will grant up to 4 daily/progress work extensions if you discuss these with me in advance and we agree on a new deadline. Other late process work will lose 10 points per day it is late.

**Peer Review:** Because of the limited time frame of peer reviews, they cannot be submitted late or made up.

**Submission:** Double check every time you turn in an assignment to make sure that it went through: Did you include the right file in a format that I can open (.docx, .pdf?)? Is the formatting correct? Is everything legible? If it’s on Turnitin, did you go through the full submission process? Do you have verification that your submission went through? Keep all of these things in mind when submitting your work, as you don’t want to lose points for a paper that you completed on time but did not submit properly.

**Grading Policy with A, B, C, No-Credit Policy**

Papers are graded A through F with pluses and minuses as necessary. “A” work is generally regarded as excellent; “B” work is good; “C” work is competent; “D” work is marginally below college standards; and “F” work is clearly below minimum college standards. Work that does not follow the assignment (though otherwise acceptable) will also receive an “F.” Work that is not done or not turned in is recorded as a zero. Your teacher will provide more specific grading criteria on assignment sheets and/or rubrics. All major papers will be graded and returned before the next major assignment is due. Freshman-level proficiency in writing is required for a passing grade.

**Final grades for the class below a C- are given a mark of No Credit (NC), which does not reflect on your GPA but will require you to take the course again. You may also receive an NC for excessive absences; please see the attendance policy.**

**Paper grades** can be converted to percentages like this:
A+=98, A=95, A-=92, B+=88, B=85, B-=82, C+=78, C=75, C-=72, D+=68, D=65, D-=62, F=50.

**Final numeric grades** will be converted to letter grades like this:
100-98=A+; 97-93=A; 92-90=A-; 89-88=B+; 87-83=B; 82-80=B-; 79-78=C+; 77-73=C; 72-70=C-; 69 and below=NC

**Use of laptops & Other Technology in the Classroom**

This is an online class. You should log into the course every day, turn on notifications, and check your email daily to be sure you are not missing valuable information. Back up all work and view all tutorials and videos so that you can participate fully in the course.

**Emergency Communications Policy**

If I have to cancel class for any reason, please check your UA email or look on our Blackboard Learn page for instructions. You may need to submit work or complete tasks to keep us on track for the semester.

**Late Instructor**

If I am late and there is no notice on the door, please wait ten minutes then send someone to the Main English Office (Morgan Hall 103) or call the office (205-348-5065) to tell them I was not in class.

**Writing Center**

The Writing Center, located in 322 Lloyd Hall, is a wonderful resource for students. They do not proofread papers or write papers for you, but they can help with overall structure, organization, development, and mechanics. Take a copy of the writing assignment sheet and any work you’ve completed toward the assignment if you go. Go to <http://writingcenter.ua.edu/> for more information or to set up an appointment.

**Statement On Disability Accommodations**

Contact the [Office of Disability Services (ODS)](https://catalog.ua.edu/undergraduate/about/support-programs/disability-services/) as detailed in the Online Catalog.

**Statement on Academic Misconduct**

Students are expected to be familiar with and adhere to the official [Academic Misconduct Policy](https://catalog.ua.edu/undergraduate/about/academic-regulations/student-expectations/academic-misconduct-policy/) provided in the Online Catalog.

**Turnitin**

The University of Alabama is committed to helping students uphold the ethical standards of academic integrity in all areas of study. Students agree that their enrollment in this course allows the instructor the right to use electronic devices to help prevent plagiarism. All course materials are subject to submission to TurnItIn.com for the purpose of detecting textual similarities. Assignments submitted to TurnItIn.com will be included as source documents in TurnItIn.com’s restricted access database solely for the purpose of detecting plagiarism in such documents. TurnItIn.com will be used as a source document to help students avoid plagiarism in written documents.

**Severe Weather Protocol**

Please see the latest [Severe Weather Guidelines](https://ready.ua.edu/severe-weather-guidelines/) in the Online Catalog.

**Pregnant Student Accommodations**

Title IX protects against discrimination related to pregnancy or parental status. If you are pregnant and will need accommodations for this class, please review the University’s FAQs on the [UAct website](https://www.ua.edu/campuslife/uact/information/pregnancy).

**Religious Observances**

Under the Guidelines for Religious Holiday Observances, students should notify the instructor in writing or via email during the first two weeks of the semester of their intention to be absent from class for religious observance. The instructor will work to provide reasonable opportunity to complete academic responsibilities as long as that does not interfere with the academic integrity of the course. See full guidelines at [Religious Holiday Observances Guidelines](https://provost.ua.edu/oaa-guidelines-for-religious-holidays-observance).

**UAct Statement**

The University of Alabama is committed to an ethical, inclusive community defined by respect and civility.  The UAct website ([www.ua.edu/uact](https://www.ua.edu/uact))  provides extensive information on how to report or obtain assistance with a variety of issues, including issues related to dating violence, domestic violence, stalking, sexual assault, sexual violence or other Title IX violations, illegal discrimination, harassment, hate or bias incidents, child abuse or neglect, hazing, threat assessment, retaliation, and ethical violations or fraud.

**Interest in English Major or Minor**

Are you or is someone you know interested in becoming an English major or minor? If so, please ask me for information, or drop by the Undergraduate Studies office in Morgan 103. You can also check out our web site at [www.english.ua.edu](http://www.english.ua.edu).

**Class Calendar**

See Course Schedule in Blackboard.