

Writing to Communicate Syllabus

ENG 1020 English Composition I

Course Overview

ENG 1020 English Composition I

Credit Hours: 3 hrs

Course Description

Emphasizes the recursive writing process through appropriate determination of subject, audience, purpose, and style, with correct usage of grammar, punctuation, and logical organization. Students will use appropriate technologies for writing and learning.

Learning Outcomes

By the end of this course, you will be able to:

1. Identify and analyze a critical audience and communicate effectively with it
 2. Develop the practices of reading attentively and thinking critically develop competency in grammar, spelling, punctuation, and usage
 3. Explain the associated content of a rhetorical approach based on the classic principles of *logos*, *ethos*, and *pathos*
 4. Construct a coherently structured argument using empirical evidence, critical reasoning, and, when appropriate, biblical principles
 5. Communicate effectively orally and, especially, in writing
 6. Demonstrate an understanding of the research process and be able to use appropriate technology to develop research projects
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Instructor Information

Name: Michelle Hawk

Contact Information: mhawk@campusedu.com

Resources

1. Writing to Communicate (course materials)
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Course Outline

MODULE ONE: ELEMENTS OF EFFECTIVE WRITING			
Title	Type	Duration	Points
Read and Watch	Input	3 hrs	--
Suggest Improvement	Submission	2 hrs	15
Regular Discussion	Discussion	2 hrs	25
Flip Session	Discussion	1 hr	15
2 Reading Quizzes	Quiz	2 hr	20
Your Writing Process	Submission	5 hrs	30
	Totals	15 hrs	105

MODULE TWO: UNDERSTANDING THE RHETORICAL CONTEXT			
Title	Type	Duration	Points
Read and Watch	Input	3 hrs	--
Analyze Writing	Submission	4 hrs	30
Regular Discussion	Discussion	2 hrs	25
Flip Session	Discussion	1 hr	15
Adapt a Writing	Submission	4 hrs	30
Grammar Quiz	Quiz	1 hr	10

	Totals	15 hrs	110
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MODULE THREE: PROFESSIONAL WRITING: THE WORKPLACE
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Title	Type	Duration	Points
Read and Watch	Input	3 hrs	--
Regular Discussion	Discussion	2 hrs	25
Flip Session	Discussion	1 hr	15
Get the Memo	Submission	4 hrs	35
Report on Class	Submission	5 hrs	40
	Totals	15 hrs	115

MODULE FOUR: WRITING IN TEAMS AND COLLABORATIVE WRITING
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Title	Type	Duration	Points
Read and Watch	Input	3 hrs	--
Group Discussion	Discussion	4 hrs	40
Flip Session	Discussion	1 hr	15
Narrative Collaboration	Group Collaboration	6 hrs	85
Grammar Quiz	Quiz	1 hrs	10
	Totals	15 hrs	150

MODULE FIVE: ACADEMIC WRITING 1: ESSENTIAL ESSAY ELEMENTS
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Title	Type	Duration	Points
Read and Watch	Input	3 hrs	--
Flip Session	Discussion	1 hr	15
Thesis Statement	Submission	2 hrs	25

Topic Sentences	Submission	3 hrs	30
Regular Discussion	Discussion	2 hrs	25
Five Paragraph Essay	Submission	4 hrs	90
	Totals	15 hrs	185

MODULE SIX: CRITICAL READING SKILLS			
Title	Type	Duration	Points
Read and Watch	Input	3 hrs	--
Regular Discussion	Discussion	2 hrs	25
Flip Session	Discussion	1 hr	15
SQ3R Method	Submission	3 hrs	25
Critical Evaluation	Submission	5 hrs	30
Grammar Quiz	Quiz	1 hr	10
	Totals	15 hrs	105

MODULE SEVEN: HOW TO DO RESEARCH			
Title	Type	Duration	Points
Read and Watch	Input	3 hrs	--
Research Topic	Submission	3 hrs	20
Regular Discussion	Discussion	2 hrs	25
Flip Session	Discussion	1 hr	15
Note-Taking	Submission	6 hrs	45
	Totals	15 hrs	105

MODULE EIGHT: ACADEMIC WRITING 2: FLESH ON THE BONES			
Title	Type	Duration	Points

Read and Watch	Input	3 hrs	--
Flip Session	Discussion	1 hr	15
Grammar Quiz	Quiz	1 hr	10
Final Paper	Paper	10 hrs	100
	Totals	15 hrs	125

Flip Sessions

This course utilizes Flip (AKA: Flipgrid). Flip is a free video discussion and sharing web and mobile app. You will use this platform to record and share video assignments. Flip is a Microsoft product and adheres to [safeguarding student privacy](#). Flip is also committed to accessibility. Read more about [Flip's accessibility features](#).

Grading

Discussions: 310 points

Quizzes: 60 points

Group Collaboration: 85 points

General Submissions: 355 points

Five Paragraph Essay: 90 points

Final Paper: 100 points

Course Grading Scale

93-100 A	73-76 C
90-92 A-	70-72 C-
87-89 B+	67-69 D+
83-86 B	63-66 D
80-82 B-	60-62 D-
77-79 C+	Below 60 F

Policy/Procedures

Disability Statement

At Trevecca Nazarene University, we strive to make learning experiences as accessible as possible. If you anticipate or experience barriers based on disability, please contact Disability Services at 615-248-1463 or email disabilityservices@trevecca.edu to establish reasonable accommodations. Disability Services is located in the Bud Robinson Building, lower level. Trevecca Nazarene University complies with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, as amended by the ADA Amendments Act of 2008.

Academic Honesty Statement

Academic honesty is expected of all students at Trevecca Nazarene University. It is an integral part of the educational process where learning takes place in an atmosphere of mutual trust and respect. Each student is responsible to maintain high standards of academic ethics, personal honesty, and moral integrity. Dishonest academic behavior as described in the following list will be dealt with fairly and firmly.

1. *Plagiarism*, using another's statements or thoughts without giving the source appropriate credit; this includes patchwork plagiarism; no more than 20% of any paper should be direct quotes (unless otherwise specified by the instructor);
2. *Cheating on an exam*; this not only encompasses copying from another student but includes receiving help in completing an exam from any unauthorized source or in any unauthorized manner;
3. *Resubmitting graded assignments*; self-plagiarism;
4. *Submitting for credit a borrowed or purchased paper* (e.g. life learning paper, prior-learning documentation worksheet, summary paper, etc.);
5. Defacing or unauthorized removal of course materials either from the classroom or library;
6. *Falsifying documentation* in regard to the reporting of course reading;
7. *Falsifying attendance* for class or other academic event;
8. *Falsifying other documentation*;

9. Submitting and using instructional materials, instructor resources, and faculty guides *as your own work*;

10. *Identity Fraud* Additionally, any student that gives current or prior assignments to another student for the purpose academic dishonesty (examples included above) is subject to disciplinary action through the Office of Student Development. Students should never share completed assignments unless authorized by the instructor.

Withdrawal from Courses and Withdrawal from the University

A student withdrawing from a course will receive a grade of W if the withdrawal is initiated between the last day to register and add classes and the last day to drop a class with a W. After that published date, students who withdraw will receive a grade of F unless they appeal to the school dean who schedules the course, in which case a W may be approved for extenuating circumstances. If the student withdraws from any course without following the proper procedure with the Office of Academic Records, the grade in the course will be recorded as F or U. The last date to add or drop this course and is the 7th day of class, and the last day to withdraw from this course with a "W" on a student's transcript is the 14 th day of class. The last day to receive a refund is the 7th day of class. No refund will be provided after day 8 of the class.

Prior to the last day to withdraw for the semester, if a student has substantially failed to work on the course, the student may be automatically withdrawn from the course. After the last day to withdraw from the semester, if the student has still not worked significantly on the course, the student will still fail the course.

Classroom Recordings Policy

Faculty members are permitted to video and/or audio record class sessions provided that recordings are posted in a secure environment and are only available to students registered for the course. Students who have a qualifying disability are also allowed to record class sessions for their personal study only. Information contained in the recorded lecture is protected under federal copyright laws and may not be published without the consent of the instructor. As video and/or audio of students may be captured as a part of the recording, it is also a Family Educational Rights and Privacy Act (FERPA) violation to share classroom

recordings. Lectures/class sessions recorded for any reason may not be shared with anyone who is not a registered participant of the course or appropriate employee of Trevecca or Campus.

Title IX Policy

Trevecca Nazarene University is committed to providing an environment free from all forms of sex discrimination. As an instructor, one of my responsibilities is to help foster a safe learning environment on our campus. This means that I have a reporting responsibility related to my role. It is my goal that you feel able to share information related to your life experiences in classroom discussions, in your written work, and in any one-on-one meetings.

I will seek to keep information you share private to the greatest extent possible. However, I am required to share information regarding sexual harassment and other sexual misconduct with the Title IX Office. Students may speak to someone confidentially by contacting the Counseling Center at 615-248-1346.

CAMPUS EDU PRIVACY POLICY

<https://www.campusedu.com/privacy-policy>