Instructor: April Oglesbee
Office: TLC 1113B
Office Hours: Tuesday-Thursday 11:00a to 12:00p
                             Monday, Tuesday, & Thursday 12-12:30p
                             Monday 12:30-1p
Online Office Hours: Friday 9:30am to 12:30pm and by appointment
Writing Center Hours: Thursday 12:00p-3:00p
E-mail: aoglesbe@westga.edu
MyUWG and CourseDen serve as the only legitimate modes of university correspondence.

Course Description
ENGL-1101 English Composition I
Course description: Composition course focusing on skills required for effective writing in a variety of contexts, with emphasis on exposition, analysis and argumentation, and also including introductory use of a variety of research skills. Prerequisites: All English as a Second Language students must have exited from all English as a Second Language courses. All learning support students must have completed all reading and writing required remediation.

Course Theme
Our theme this semester is “Our Families, Ourselves.” While we will talk about the identity and influence of our fathers, this more generally refers to that which we inherit from our families. We’ll talk about concrete things we inherit like our looks and property as well as more abstract things like fear and self.

Course Texts
The Haunting of Hill House (Episodes 1-10 on Netflix)
The Village (2004) Film
Little Miss Sunshine (2006) Film
CourseDen--supplemental materials
Learning Outcomes:
(Recently revised learning outcomes coincide with English 1101 rubrics as part of FYW sequence.)

1. To identify and employ a variety of rhetorical modes and techniques of persuasion and acquire reasonable mastery of conventions of college-level prose writing.
2. To develop and apply critical thinking skills in effective expository, analytical, and argumentative writing and to gain facility with the entire writing process from invention through revision.
3. To develop organizational strategies, incorporate and document additional textual materials to strengthen and support argument.

Assignments:
A. Daily Work: This includes any work that you do for the class that is not graded as part of other assignments. Such work includes, but is not limited to daily writing prompts, quizzes, homework, diagnostic exercises, and rough drafts of the out-of-class essays. This will be graded (with the exception of the quizzes) on a pass/fail basis. PLEASE NOTE: IF YOU DO NOT DO YOUR HOMEWORK, BRING ASSIGNED MATERIALS TO CLASS, OR FAIL TO ACHIEVE AT LEAST A 60% ON YOUR QUIZ, YOU MAY BE ASKED TO LEAVE CLASS AND BE COUNTED AS ABSENT FOR THE DAY.

B. Short-Response Essays: Short essays will require brief, formal responses to questions I give you about reading or viewing assignments. Students will write these essays outside of class. Students may revise up to 2 responses to replace a low grade on a previous response.

C. Out-of-Class Essays (3): There will be 3 longer out-of-class essays based on prompts I give you. Each essay must argue an original thesis and be thoroughly supported with appropriate evidence. Proper documentation of all sources is required along with every essay. These essays will require a rough draft, peer workshop(s), and a self-evaluation.

Grading
- Class participation (discussion, quizzes, classwork, etc.) 15%
- Response Papers 20%
- First out-of-class essay 15%
- Second out-of-class essay 20%
- Third out-of-class essay 30%

All of the information that you need to calculate your grade is on the syllabus. It is your responsibility to keep up with your grades and average. If you need help calculating your grade, you should schedule an appointment so that we can discuss it in person. University policy prohibits discussions about grades via e-mail.

Grading summary with the letter to numeric scale:
In-Class Essay: 4=95%; 4/3=92%; 3/4=88%; 3=85%; 3/2=82%; 2/3=78%; 2=75%; 2/1=72%; 1/2=68%; 1=65%; 1/0=62%; 0=50%

Out-of-Class Essay: 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%

NOTE: Daily Grades cannot be made up under any circumstances.

Course Schedule

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<tr>
<th>Week</th>
<th>Topic/Assignment</th>
<th>Topic/Assignment</th>
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<tbody>
<tr>
<td>Week One</td>
<td>Tuesday, January 7th: Introduction to Course and Theme</td>
<td>Thursday, January 9th: Annotation, note-taking, and Credibility</td>
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<td>Week Two</td>
<td>Tuesday, January 14th: The Haunting of Hill House Episodes 1-2</td>
<td>Thursday, January 16th: 1)The Haunting of Hill House Episodes 3-4 2) Response Paper 1 Due</td>
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<td>Week Three</td>
<td>Tuesday, January 21st: MLK Jr. Day—No Classes</td>
<td>Thursday, January 23rd: 1) The Haunting of Hill House Episodes 5-6</td>
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<td>Week Six</td>
<td>Tuesday, February 11th: Watch The Village</td>
<td>Thursday, February 13th: Watch The Village</td>
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<td>Week Seven</td>
<td>Tuesday, February 18th: Thesis Workshop</td>
<td>Thursday, February 20th: Topic Sentences /Body Paragraphs Workshop 2) Response Paper 3 Due</td>
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<td>Week Eight</td>
<td>Tuesday, February 25th: The Village Scene Analysis Discussion and Worksheet</td>
<td>Thursday, February 27th: 1) Introductions and Conclusions 2) Response Paper 4 Due</td>
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Last Day to Withdraw with a Grade of “W”
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<tr>
<th>Week</th>
<th>Monday, March 2nd:</th>
<th>Tuesday, March 3rd:</th>
<th>Wednesday, March 4th:</th>
<th>Thursday, March 5th:</th>
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<td>Week Nine</td>
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<td>Source Discussion</td>
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<td>Paper 2 Workshop</td>
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<td>Week Ten</td>
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<td>Tuesday, March 10th:</td>
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<td>Thursday, March 12th:</td>
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<td>SPRING BREAK</td>
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<td>March 16-22nd</td>
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<td>Week Eleven</td>
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<td>Tuesday, March 24th:</td>
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<td>Thursday, March 26th:</td>
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<td>Scene Analysis</td>
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<td>1) Thesis Sentence</td>
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<td>Topic Sentences</td>
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<td>Workshop</td>
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<td>Week Twelve</td>
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<td>Tuesday, March 31st:</td>
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<td>Thursday, April 2nd:</td>
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<td>Research Workshop</td>
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<td>1) Source Workshop</td>
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<td>2) Response Paper 6</td>
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<td>Week Thirteen</td>
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<td>Tuesday, April 7th:</td>
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<td>Thursday, April 9th:</td>
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<td>No Class</td>
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<td>Body Paragraph Workshop</td>
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<td>Week Fourteen</td>
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<td>Tuesday, April 14th:</td>
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<td>Thursday, April 16th:</td>
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<td>Introduction/Conclusion Workshop</td>
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<td>Formatting and Works Cited Workshop</td>
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<td>Week Fifteen</td>
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<td>Tuesday, April 21st:</td>
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<td>Thursday, April 23rd:</td>
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<td>Paper Meetings</td>
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<td>Evaluations</td>
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Support:
- 24/7/365 D2L Help Center: [Call 1-855-772-0423]: https://d2lhelp.view.usg.edu/
- Accessibility Services [Call: 678-839-6428]
- Center for Academic Success [Call: 678-839-6280]: http://www.westga.edu/cas/
- Center for Disability Services: https://www.westga.edu/student-services/counseling/accessibility-services.php
- Common Language:
  https://www.westga.edu/administration/vpaa/common-language-course-syllabi.php
- CourseDen D2L Home Page: https://westga.view.usg.edu/
- Counseling: counseling@westga.edu
- D2L UWG Online Help (8 AM – 5 PM) [Call: 678-839-6248 or 1-855-933-8946 or email: online@westga.edu]: http://uwgonline.westga.edu/students.php
- Distance Learning Library Services: https://www.westga.edu/library/resource-sharing.php
- Ingram Library Services: http://www.westga.edu/library/
- Proctored Exams: http://uwgonline.westga.edu/exams.php#student
- Student Services: http://uwgonline.westga.edu/online-student-guide.php
- University Bookstore: http://www.bookstore.westga.edu/
- UWG Cares: http://www.westga.edu/UWGCares/
- UWG Statements of Accessibility:
  https://docs.google.com/document/d/16Ri1XgaXiGx28ooO-zRvYPraV3Aq3F5ZNJYbVDGVnE
  A/edit?ts=57b4c82d#heading=h.yrqefffvt5s1f

Rubrics
Online Discussion Rubric
Other Rubrics
UWG Rubrics
Please see the Common Language for Course Syllabi for official information on UWG’s Academic Integrity Policy.

Statement of Communication
Communication in an online class takes special consideration.
- Be sensitive and reflective to what others are saying.
- Don't use all caps. It is the equivalent of screaming.
- No outbursts of extreme emotion or opinion.
- Think before you hit the post (enter/reply) button.
- Don't use offensive language.
- Use clear subject lines.
- Don't use abbreviations or acronyms unless the entire class knows them.
- Be forgiving. Anyone can make a mistake.
- Keep the dialogue collegial and professional.
Course policies

Meeting with me in my office:
I am always happy and open to meeting with students in my office. However, I require that if you wish to meet with me, you make an appointment. This allows both of us to schedule adequate time to address your needs and it ensures that our time is not wasted in waiting, either. If you fail to show up to an appointment that you made with me without sending me notification (via email, voicemail, etc), I will no longer allow you to make appointments to meet with me outside of class or the Writing Center. Time is a precious commodity of both college students and your instructor.

Late Work and Make-up Work Policy: All assignments are due at the beginning of class or by the time noted on the syllabus/assignment sheet. Late work is unacceptable. I will consider granting an extension only if you contact me 24 hours before the time that the assignment is due. If you have to miss the midterm or final exam, you must contact me before the exam to arrange a make-up date; otherwise, you will be granted a zero for the exam. Daily Grades and in-class activities cannot be made up. Emailed work will not be accepted unless there is a problem with CourseDen AND you send the work BEFORE the deadline.

A Note on CourseDen: If you have problems uploading an assignment to CourseDen, you should email the work to me as an attachment via MyUWG before the deadline. Do not wait until class or to get a response to an e-mail inquiry—be proactive!

Revision Policy: You will have the opportunity to revise one paper for a better grade. The final paper is exempt from this opportunity. Please take the drafting process and the workshops seriously.

Format for All Papers: The Department expects that students learn to cite sources accurately in the MLA style for documentation. Additionally, all hard copies should be typed and stapled. Work that does not meet these requirements will not receive credit.

Extra Credit: Extra credit is not offered for this course.

Recycled Papers: Submitting work that was completed for another course is unacceptable.

Common Language for Course Syllabi
Students should review the following information each semester, because these statements are updated as federal, state, university, and accreditation standards change:
https://www.westga.edu/administration/vpaa/assets/docs/faculty-resources/common_language_for_course_syllabi_v2.pdf

Credit Hour Policy
The University of West Georgia grants one semester hour of credit for work equivalent to a minimum of one hour (50 minutes) of in-class or other direct faculty instruction AND two hours
of student work outside of class per week for approximately fifteen weeks. For each course, the course syllabus will document the amount of in-class (or other direct faculty instruction) and out-of-class work required to earn the credit hour(s) assigned to the course. Out-of-class work will include all forms of credit-bearing activity, including but not limited to assignments, readings, observations, and musical practice. Where available, the university grants academic credit for students who verify via competency-based testing, that they have accomplished the learning outcomes associated with a course that would normally meet the requirements outlined above (e.g. AP credit, CLEP, and departmental exams).

Department Paperless Policy: As of Fall 2006, the English Department has implemented a “paperless” policy in its classrooms. Therefore, all materials (handouts, assignment sheets, notes, etc.) will be made available online. Students may print these necessary course documents, including the syllabus, on their home computers.

Plagiarism and Excessive Collaboration (If a student violates this policy, he or she may receive an F for the assignment or an F for the course, at my discretion):

Plagiarism & Academic Dishonesty
The Department of English and Philosophy defines plagiarism as taking personal credit for the words and ideas of others as they are presented in electronic, print, and verbal sources. The Department expects that students will accurately credit sources in all assignments. An equally dishonest practice is fabricating sources or facts; it is another form of misrepresenting the truth. Plagiarism is grounds for failing the course.
See also, excessive collaboration.
The University policies for handling Academic Dishonesty are found in the following documents:
- *The Faculty Handbook*, sections 207 and 208.0401
  [http://www.westga.edu/~vpaa/handrev/](http://www.westga.edu/~vpaa/handrev/)
- *Student Uncatalog*: "Rights and Responsibilities"; Appendix J.

Excessive Collaboration
By the end of the term in both ENGL 1101 and 1102, students should demonstrate the ability to produce independent writing (writing without collaborative assistance of peers, writing tutors, or professionals in the field) that shows an acceptable level of competence. Although classroom activities and out-of-class assignments may highlight collaborative learning and collaborative research, excessive collaboration (collaboration that results in the loss of a student's voice/style and original claims to course-related work) is considered another form of academic dishonesty and therefore will not be permitted.

University of West Georgia Honor Code: At the University of West Georgia, we believe that academic and personal integrity are based upon honesty, trust, fairness, respect, and responsibility. Students at West Georgia assume responsibility for upholding the honor code.
West Georgia students pledge to refrain from engaging in acts that do not maintain academic and personal integrity. These include, but are not limited to, plagiarism, cheating, fabrication, aid of academic dishonesty, lying, bribery or threats, and stealing. The University of West Georgia maintains and monitors a confidential Academic Dishonesty Tracking System. This database collects and reports patterns of repeated student violations across all the Colleges, the Ingram Library, and the School of Nursing. Updated April 19, 2013.

Additionally, you are responsible for safeguarding your computer account. Your account and network connection are for your individual use. A computer account is to be used only by the person to whom it has been issued. You are responsible for all actions originating through your account or network connection. You must not impersonate others or misrepresent or conceal your identity in electronic messages and actions.

**HB 280 (Campus Carry):** UWG follows University System of Georgia (USG) guidance: http://www.usg.edu/hb280/additional_information# You may also visit our website for help with USG Guidance: https://www.westga.edu/police/campus-carry.php

**Attendance:** It is imperative that you attend class regularly in order to succeed, as essay topics come straight from our class discussion. You are allowed four absences over the course of the semester; all absences count, regardless of your reason for missing class, so there is no need to explain absences or provide a doctor’s note. Upon the student’s fifth absence, he or she will have two options: 1) withdraw from the class, which will generate a W if done before Thursday, March 9th—or a WF if after that deadline; or 2) remain on the roll (still attending classes, if so desired) and be penalized 2 points, per every absence thereafter, from the final grade. Do be aware that there are absolutely no exceptions to the attendance policy.

**Note:** Attendance will be taken at the beginning of class. Absence records cannot be disputed after the fact, so please, be sure to see me if you arrive late. Late arrivals count as 1/2 of an absence; if you arrive late (after we have begun our quiz), you will not be allowed to take the quiz, even if we are still in the midst of it.

**DROP / ADD:** Students who wish to add or drop courses must do so during the scheduled Add and Drop periods. There is no Reinstatement period for students whose schedules are dropped. Registrar’s Super Calendar for Fall 2019 is here.

On Tues., January 20th, the Drop period (with refund) ENDS. After that date, there is NO dropping classes with a refund. The Add period ends the same day and no more courses can be added on or back.

**The W Date:** Students may withdraw from classes up before Thursday, 02/28/20 and receive a “W.” This is the final withdrawal deadline. After this date, a student must seek a hardship withdrawal to withdraw from the class without a grade (initiated through Health Services or
Counseling. It is required that students receive at least one major graded assignment back before 10/9/19 so that they can make a determination about withdrawal from your class.

Disruptive Behavior Policy: Students may be dismissed from any class meeting at which they exhibit behavior that disrupts the learning environment of others. Such behavior includes – but is not limited to – arriving late for class, allowing cell phones to ring, speaking disrespectfully to the instructor and/or to other students, checking email or surfing the web, and using personal audio or visual devices. Each dismissal of this kind will count as an absence and will be applied toward the attendance policy above. (Department Policy)

Email Policy
UWG Email Policy: University of West Georgia students are provided a MyUWG e-mail account. The University considers this account to be an official means of communication between the University and the student. The purpose of the official use of the student e-mail account is to provide an effective means of communicating important university related information to UWG students in a timely manner. It is the student’s responsibility to check his or her email.

Course-specific Notes on Email: All emails must be sent through campus email. In other words, always use your myUWG or your CourseDen account to contact me by e-mail. Generally, I will answer emails between 9 am and 5 pm on weekdays; emails that come in after 5 pm on weekdays will be answered within 24 hours. Emails sent over the weekend will be answered Tuesday morning. While I usually respond to emails quickly, email should not be used to contact me in matters of extreme urgency.

Please make sure that your emails are professional. This means that you use proper English, check your emails for mistakes in grammar and spelling, and include all pertinent information, including your name and section number. Text message abbreviations are not appropriate outside of sending an actual text.

Americans with Disabilities Act Statement:
If you are a student who is disabled as defined under the Americans with Disabilities Act and require assistance or support services, please seek assistance through the Center for Disability. UWG also provides Accessibility Statements for Technology that you may be required to use for this course.

For more information on the Americans with Disabilities Act, UWG Email, Credit Hour, and UWG Honor Code policies as well as information on Academic Tutoring, Student Services, and Technical Requirements, Privacy Policy, and Accessibility Statements, please see the Common Language for Syllabus document.