

Susan Martens >>>

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Office Hours:

T: 12:30-2:00 W 10-12

Th: 12:30-2:00 online

And by appointment



College Writing & Rhetoric – Fall 2020

English 104

Important dates >>>

Course Start Date: Sep. 9

Major Project 1 Due: Oct. 11

Major Project 2 Due: Nov. 8

Withdrawal Date: Nov. 17

Major Project 3 Due: Dec. 13

Final Exam Due: Dec. 18

**Read the Full MWSU
Syllabus Here!**

REQUIRED RESOURCES:

- Reliable Internet Access
- Microsoft Word or Google Drive
- Notebook, pens, and highlighters
- Folder for handouts and drafts
- * No textbooks required for this course

Course Description

The aim of argument, or of discussion, should not be victory, but progress. ~ Joseph Joubert

This course fulfills the first half of the General Studies requirements for English composition at Missouri Western. Students must pass ENG104 with a C or better to be admitted into ENG108, which is the second half of the General Studies requirement.

Specifically, this course will focus on developing and improving the writing skills necessary to succeed in this and other college courses, as well as to participate effectively in the worlds of work and community. You will learn to read actively and critically, analyzing the elements of various texts, both print and non-print, and you will learn to write arguments that are well-developed and designed for specific audiences and purposes.

This course is based on a writer's workshop model, which means that you should expect to participate in a community of writers. In this community, you will participate in

personal reflection on and group discussions about a variety of readings, viewings, and topics; write formal and informal writing assignments; share drafts with your peers; seek and use writing advice from your classmates to improve your papers and projects; and give high quality feedback to your classmates on their own writing.

In addition, throughout this course, we may discuss all kinds of issues, and you may find yourself in situations where you do not always agree with the views of the texts we read/view or those of your classmates. It is essential that you respect your classmates and their opinions. In this classroom, everyone is safe to explore their own and others' ideas without fear of personal attack, retribution, or harassment. Use discussion, questions that seek to understand, or personal writing as a way to explore your feelings or ideas rather than hurtful words, anger, or withdrawal.

Goals & Objectives >>>

General Studies Goals & Competencies

This course focuses on developing academic writing/research skills. In this class you will learn the basic features of academic essays, research, integrating source material, and rhetorical analysis. You will also work on developing your critical thinking and analysis skills.

This course meets Category I.a. of the general studies requirements and meets the general studies goal of analyzing and evaluating one's own and others' writing, conceiving writing as a recursive process involving many strategies to draft/revise/edit, and evaluating sources to use in writing.

As a result of this course, you will be able to:

- Frame and integrate quotes/paraphrases effectively
- Practice various types of academic argument
- Insert your own voice/perspective/knowledge in an argument
- Understand and use rhetorical terms and concepts (ethos, pathos, logos, kairos)
- Select and use rhetorical strategies within the context of an academic argument (e.g. comparison, cause/effect, logical connection, appeals, writing analytically, personal examples)
- Consider and rebut counter arguments
- Use the university library databases and other methods to locate credible sources
- Evaluate and analyze sources for credibility and relevance
- Use a style manual to correctly cite sources in MLA style and credit sources for every usage
- Learn strategies to avoid plagiarism when summarizing and paraphrasing ideas from sources

Style Guide



For this course, submit all documents in MLA 8 style. Use double-spaced 12-point Times or similar font with 1-inch margins unless otherwise noted.

Consult the MLA resources on Canvas and the [Purdue OWL's MLA 8 Style Guide](#) for more information.

course requirements >>>

Point Allocations

There are 700 points available in the course. Due dates are listed in Canvas.

Major Project 180 points
Narrative Argument (4 or more pages)

Major Project 2 100 points
Rhetorical Analysis (4.5 or more pages)

Major Project 3 120 points
Research-Based Argument (5 or more pages)

Course Participation300 points
Other activities as assigned, such as syllabus quiz, diagnostic writing, discussions, outlines, drafts, peer reviews, etc.

Final Exam..... 100 points
Research-based Argument

Grading Scale

- A – 90-100%
- B – 80-89%
- C – 70-79%
- D – 60-69%
- F – 0-59%

Course Policies & Procedures

PARTICIPATION

This is not a self-paced course. You should **login to Canvas at least three times per week** (for approximately three total hours) and **check your MWSU e-mail daily**. While logged in, expect to be reading instructions, completing lessons, posting and replying to discussions, reading and responding to your peers' work, posting your writing assignments, etc. **Assignments are generally due on Wednesdays and Sundays by 11:55pm but there are exceptions. Read all instructions closely.**

You should also plan to spend between **six and nine hours per week** completing reading and writing assignments in preparation for your time spent online. You may need to spend more or less time depending on your personal reading and writing skills. Online courses are designed so that you can schedule time to read, complete writing assignments, and interact with your peers in ways that fit your schedule, but students must organize their time carefully to meet all course deadlines. Students who do not fully and meaningfully participate in class activities, and students whose participation is not timely, will receive grade deductions.

If you know of any circumstances likely to make this policy difficult for you this semester, you may wish to consult with your advisor to review your options. **The last day to withdraw from a course and receive a "W" instead of an "F" is Friday, November 17, at 4:30pm.**

Disability Accommodations

Students seeking accommodations must first provide documentation of needed accommodations to the Accessibility Resource Center (ARC) located in Eder Hall, Suite 203. Once accommodations have been approved by the ARC, students are responsible for notifying their instructors of those accommodations. This should be done within the first two weeks of classes. Accommodations are not retroactive.

REVISION

Because writing is a recursive process, revision of your first two Major Projects is allowed and encouraged. You will have approximately two weeks from the date a graded paper is returned to revise and resubmit it for an improved grade, but you may only resubmit each paper once. You should use your feedback from me to guide your revision. You may also schedule a conference with me or visit the Center for Academic Support if you need further assistance with your revision.

For Major Project 1, your grade will be replaced with the new grade. For Major Project 2, the new grade will be averaged with the original grade to determine your final score.

Revisions are only allowed for papers that are submitted on time, and all revisions must include highlighting and annotation of revisions (see Revision Checklist on Canvas).

Revisions must be substantial. Papers that have only been edited for correctness (mechanics) or that have otherwise not demonstrated substantial revision will not be accepted for a revised grade.

No other assignments may be revised unless otherwise noted.



Student Handbook

All Missouri Western Student Handbook policies and procedures apply to this course. You can find them by clicking here.

Late Work

As a general rule, late work will not be accepted in this course. Work is considered late if it is submitted past the deadline. There are two exceptions:

1. You may turn in **one late Major Project without penalty if you make arrangements with me prior to the deadline**. Send me an e-mail requesting an extension and confirming when you will have it completed (no later than 1 week past the original due date). Missing the extended deadline will result in a grade of zero.
2. You may turn in **any Major Project up to 24 hours late with a 10% (full letter grade) penalty**.

No other assignments are eligible for late submission. Technical problems are not excused. Start on assignments early enough to give yourself time to troubleshoot problems.

Communication & *problem solving*

Communication is encouraged between instructor and students. All communications should be professional, polite, and in Standard Written English, including online. Feel free to stop by my office during office hours or even at other times. If I am not there, feel free to send an e-mail or check Zoom on Canvas.

Remember that e-mails to faculty and staff members should be considered professional communications and should include appropriate subject lines, correct spelling and punctuation, complete sentences, polite language, a greeting, and your name. If you include an attachment, please tell me what it is. Please send all e-mails to the address listed at the top of the syllabus using your Missouri Western e-mail address. Phone calls are also encouraged. If you do not get an answer, leave a message with your full name, the class you are in (such as English 104, section 501), and your question or concern.

To be successful in this course, you need to be proactive about identifying and solving problems that might impede your success.

If you find yourself struggling with something class-related, such as an assignment, classmate, or the course itself, you have a number of options. I encourage you to e-mail or call to schedule an appointment with me first. Most problems can be resolved quickly with a direct discussion. You can also visit with the Center for Academic Support. You might also consult previous lessons or arrange a study group depending on the nature of the problem.

Do not wait for problems or issues to resolve themselves. I am more than happy to help you work through any issues that arise throughout the semester, but you have to take responsibility for communicating them in a timely and appropriate fashion. It is my number one goal to help all students in the course achieve success.

Academic Honesty

Academic honesty is required in all academic endeavors. Violations of academic honesty include any instance of plagiarism, cheating, seeking credit for another's work, falsifying documents or academic records, or any other fraudulent classroom activity. I expect that every assignment you turn in will be newly written by you alone, and that you will credit your ideas and sources properly and thoroughly. Do not "recycle" old papers, "borrow" ideas or words without properly citing them, or participate in writing someone else's paper or having one written for you by someone else. You will receive a grade of zero for any paper, assignment, or exam that shows evidence of cheating and/or plagiarism. Other consequences, such as failure of the course, may be applied pursuant to university policy. You have the burden of proving that a paper showing evidence of cheating or plagiarism has in fact been written by you. You should keep thorough evidence of your writing processes for all papers so that you can meet this burden of proof. Violations of academic honesty will be reported to the Provost or the designated representative. Please refer to the Student Handbook for specific activities identified as violations of this policy and the student due process procedure.

Harassment, Discrimination, & Sexual Misconduct: Consistent with its mission, Missouri Western seeks to assure all community members learn and work in a welcoming and inclusive environment. Title VII, Title IX and University policy prohibit harassment, discrimination and sexual misconduct. Missouri Western encourages anyone experiencing harassment, discrimination or sexual misconduct to talk to someone from the Campus and Local Resources list found on pages 83-98 of the MWSU Student Handbook about what happened so they can get the support they need and Missouri Western can respond appropriately.

There are both confidential and non-confidential resources and reporting options available to you. Missouri Western is legally obligated to respond to reports of sexual misconduct, and therefore we cannot guarantee the confidentiality of a report, unless made to a confidential resource. Responses may vary from support services to formal investigations. As a faculty member, I am required to report incidents of sexual misconduct and thus cannot guarantee confidentiality. I must provide our Title IX coordinator with relevant details such as the names of those involved in the incident. For more information about policies and resources or reporting options, please visit the following website: <https://www.missouriwestern.edu/student-services/titleix/>