ENG 100 Introduction to Composition
3 credits (CRN 64237)
Online

INSTRUCTOR: Annette Priesman
OFFICE: Manaleo 110
OFFICE HOURS (times students may drop in for help): TBA
EMAIL: priesman@hawaii.edu
EFFECTIVE DATE: Fall 2018

WINDWARD COMMUNITY COLLEGE MISSION STATEMENT

Windward Community College offers innovative programs in the arts and sciences and opportunities to gain knowledge and understanding of Hawai‘i and its unique heritage. With a special commitment to support the access and educational needs of Native Hawaiians, we provide the Ko‘olau region of O‘ahu and beyond with liberal arts, career and lifelong learning in a supportive and challenging environment — inspiring students to excellence.

CATALOG DESCRIPTION

This college-level composition course promotes critical reading, the writing process, rhetorical principles, research strategies, and the documentation of sources.

Prerequisites: Grade of “C” or better in ENG 22, OR placement into ENG 100, OR grade of “C” or better in ENG 23 and co-requisite enrollment in ENG 100X, OR approval of designated Language Arts representative.

Activities Required at Scheduled Times Other Than Class Times

Completion of the WCC Library Research Units.
At least one individual conference.

STUDENT LEARNING OUTCOMES

The student learning outcomes for the course are:

1) Write complex and well-reasoned compositions in language, style, and structure appropriate to particular purposes and audiences.
2) Engage in a writing process that includes exploring ideas, considering multiple points of view, developing and supporting a thesis, revising with the help of peer and instructor feedback, editing, and proofreading.
3) Find, evaluate, integrate, and properly document information from libraries, the Internet, and other sources, with an eye for reliability, bias, and relevance.
4) Read for main points, perspective, and purpose, and analyze the effectiveness of a variety of rhetorical strategies in order to integrate that knowledge into their writing.

WRITTEN COMMUNICATION FOUNDATION HALLMARKS

To satisfy the FW requirement, this course will:

1) Introduce students to different forms of college-level writing, including, but not limited to, academic discourse, and guide them in writing for different purposes and audiences.
2) Provide students with guided practice of writing processes — planning, drafting, critiquing, revising, and editing — making effective use of written and oral feedback from the faculty instructor and from peers.
3) Require at least 5,000 words of finished prose — equivalent to approximately 20 typewritten/printed pages.
4) Help students develop information literacy by teaching search strategies, critical evaluation of information and courses, and effective selection of information for specific purposes and audiences, teach appropriate ways to incorporate such information, acknowledge sources and provide citations.
5) Help students read texts and make use of a variety of sources in expressing their own ideas, perspectives, and/or opinions in writing.

COURSE CONTENT

By the end of the course, students should be able to:

1) Understand and use the major steps in the writing process.
2) Have developed a sense of writing for an audience and understand how the audience, purpose, and language can influence the writer’s choices.
3) Understand and use college-level principles of composition such as unity, development, and organization.
4) Edit using standard principles of grammar, punctuation, mechanics, and usage of the English language.
5) Have written approximately twenty pages of prose using a variety of rhetorical strategies.
6) Know how to make effective use of writers’ resources such as handbooks, library materials, interviews, and databases.
7) Respond thoughtfully in writing to published and peer essays and to recognize features of a writer’s style and organization.
8) Use and document material from primary and secondary sources without plagiarizing.
9) Develop confidence as writers and have an awareness of their strengths and weaknesses.
METHOD OF INSTRUCTION

Students write a series of papers, totaling about 5,000 words or 20 pages of finished work, plus other informal writing assignments such as free writes. Students will also work in peer groups, and in many cases, are required to maintain a portfolio of their writing which includes either some kind of “learning log” or self-assessment of their work. Prepared participation in discussions, conferences, regular attendance, the library units, and other class activities are also required.

COURSE TASKS

Students will write five (5) graded essays: Summary of an Argument, Analysis of an Argument, an Annotated Bibliography, a Persuasive Research paper, and a Reflection of the Course.

Students will also submit weekly reading responses to each week’s readings, and complete the Library Research Unit (LRU).

Note: Students MUST complete ALL course tasks to pass this course.

ASSESSMENT TASKS AND GRADING

Grades for assignments turned in up to one week late will be reduced by 10%; after that, no late work will be accepted. Requests for extensions must be made BEFORE the due date, and extensions are granted at the instructor’s discretion.

Grading Scale

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<tr>
<th>Assignment</th>
<th>Percentage</th>
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<tr>
<td>Summary (SA; 3-4 pages)</td>
<td>10%</td>
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<tr>
<td>Course Reflection (CR; 2 pages)</td>
<td>10%</td>
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<tr>
<td>Library Research Unit (LRU)</td>
<td>10%</td>
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<tr>
<td>Reading Responses (2 pages each response)</td>
<td>10%</td>
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<tr>
<td>Analysis (AA; 4-5 pages)</td>
<td>15%</td>
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<tr>
<td>Annotated Bibliography (AB; 5-6 pages)</td>
<td>20%</td>
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<tr>
<td>Persuasive Research Paper (RP; 8-10 pages)</td>
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<th>Grade</th>
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<tr>
<td>100-90</td>
<td>A</td>
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<tr>
<td>89-80</td>
<td>B</td>
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<tr>
<td>79-70</td>
<td>C</td>
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<tr>
<td>69-60</td>
<td>D</td>
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<td>&lt;60</td>
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LEARNING RESOURCES

Required:
Access to a computer.
A composition notebook or white, lined loose-leaf paper and a writing implement.

*Windward Community College is an equal opportunity, affirmative action institution.*
All textbook information (pricing, ISBN #, ebooks) for this course can be found on the WCC Bookstore website: <wcc.edu/bookstore>.

**ADDITIONAL INFORMATION**

- Please email me (at any time) if you have any questions about the course, the assignments, your drafts, your grades, etc. etc.

- **DIRE WORDS OF WARNING**

  One main reason why students fail an online class is because they think the course will be easier than a face-to-face class. Online classes are not easier and, in many ways, are more difficult. Students are more likely to fail online classes than face-to-face classes, and online classes demand that students keep up with the coursework, interact with their fellow students, and contact their instructors any time they have a problem.

  For general information about online courses, visit http://windward.hawaii.edu/online/

  For technical help, email help@hawaii.edu or call (808) 956-8883. Neighbor islands call toll free: (800) 558-2669. Hours of operation: Mon-Thurs: 8:00 am – 7:00 pm; Fri: 8:00 am – 4:30pm.

  For library help, email Tara Severns at severns@hawaii.edu, or contact your instructor at priesman@hawaii.edu

  Seek help early!

Jordan Lewton is available for help with academic/career advising, connecting students to resources, and much more. She is available Mon-Thurs 12 pm - 8 pm and Fri 8 am - 4 pm. Appointments can be on campus, over the phone, or through online video conferencing. Jordan’s contact information is:

Email - jlewton@hawaii.edu
Phone – 808-235-7325
Office – Hale La’akea 232

To schedule an appointment with Jordan:
Login: https://mysuccess.hawaii.edu
Click "MySuccess Network"
Click "Schedule an Appointment with Counselor"
Or call: 808-235-7413

- MySuccess: Students may be referred for extra help or advising through MySuccess. Students can also explore resources at MySuccess.Hawaii.edu and windward.hawaii.edu/MySuccess

**DISABILITIES ACCOMMODATIONS**

If you have a physical, sensory, health, cognitive, or mental health disability that could limit your ability to fully participate in this class, you are encouraged to contact the Disability Specialist Counselor to discuss reasonable accommodations that will help you succeed in this class. Ann Lemke can be reached at 235-7448, lemke@hawaii.edu, or you may stop by Hale ‘Ākoakoa 213 for more information.

*Windward Community College is an equal opportunity, affirmative action institution.*
**TITLE IX**
Title IX prohibits discrimination on the basis of sex in education programs and activities that receive federal financial assistance. Specifically, Title IX prohibits sex discrimination; sexual harassment and gender-based harassment, including harassment based on actual or perceived sex, gender, sexual orientation, gender identity, or gender expression; sexual assault; sexual exploitation; domestic violence; dating violence; and stalking. For more information regarding your rights under Title IX, please visit: [https://windward.hawaii.edu/Title_IX/](https://windward.hawaii.edu/Title_IX/).

Windward Community College is committed to the pursuit of equal education. If you or someone you know has experienced sex discrimination or gender-based violence, Windward CC has resources to support you. To speak with someone confidentially, contact Karla Silva-Park, Mental Health Counselor, at 808-235-7468 or karlas@hawaii.edu or Kaahu Alo, Designated Confidential Advocate for Students, at 808-235-7354 or kaahualo@hawaii.edu. To make a formal report, contact the Title IX Coordinator at 808-235-7393 or wcctix@hawaii.edu.

**ACADEMIC INTEGRITY**
Work submitted by a student must be the student’s own work. The work of others should be explicitly marked, such as through use of quotes or summarizing with reference to the original author.

Students can upload papers to [http://www.TurnItIn.com](http://www.TurnItIn.com) to have papers checked for authenticity, highlighting where the paper potentially fails to appropriately reference sources.

In this class, students who commit academic dishonesty, cheating, or plagiarism will have the following consequence(s):

Students will receive a failing grade for plagiarized assignments.

All cases of academic dishonesty are referred to the Vice Chancellor for Student Affairs.

**ALTERNATE CONTACT INFORMATION**
If you are unable to contact the instructor, have questions that your instructor cannot answer, or for any other issues, please contact the Academic Affairs Office:

Location: Alakai 121  
Phone: 808-235-7422  
Email: wccaa@hawaii.edu