



Albertus Magnus College Course Syllabus

Course Code and Title: EN 101

Course Description: This is a basic college level English course in writing and expository composition. This course prepares students to think and write with the accuracy, critical acuity, and cogency generally expected in college classes. EN 101 is for students whose preparation is marginal in the skills essential for success in post-secondary education, yet who demonstrate a solid grasp of the fundamentals (i.e., of the semantics and syntax of Standard Written English).

PROGRAM AND COURSE OFFERING INFORMATION

Program: School of Professional and Graduate Studies

Session: Modular

Class Meetings: Online twice per week, days TBD

Delivery method: Online

Number of Credits: 3

Textbook and Supplementary Readings:

Arlov, Pamela. Wordsmith ISBN 9780321974174

Hacker, Diana A Pocket Style Manual ISBN 9781319057404

INSTRUCTOR INFORMATION

Name: Eric Schoeck

College email: eschoeck@albertus.edu

Contact (phone): (203) 672-6775

Office Hours: By appointment

Additional contact info: Text only: (203) 444-4471 (please use only if urgent; otherwise use email)

Instructor Biography: see Albertus Magnus College faculty page

Tradition of Honor: As a member of the Albertus Magnus College Community, each student taking this course agrees to uphold the principles of honor set forth by this community, to defend these principles against abuse or misuse, and to abide by the regulations of the College. To this end, every student must write and sign the following statement at the end of each examination: *“I declare the Honor Pledge.”*

Intellectual Honesty: Plagiarism is a serious offense against academic integrity and intellectual honesty. In completing written assignments, the student must work independently unless the class instructor indicates otherwise. It is important for students to understand that they must reference the sources for all direct quotes, for the rephrasing of information from an outside source, and for ideas borrowed from readings. Students will be required to use MLA format when referencing sources. Failure to cite appropriate references in any of these instances results in an act of plagiarism, intentional or unintentional. If it has been determined that a student plagiarized a written assignment, penalties will range from a minimum of one full letter grade reduction for the course to a failure of the course. The instructor must report instances of plagiarism to the college administration.

Writing Guidelines: The writing guidelines for this course will follow the MLA style format standards. Referenced pages must be correctly formatted and alphabetized; sources must be appropriate to the assignment, correctly cited, and traceable; and the number of citations and sources must be adequate for each paper. Citing your sources properly requires following the MLA style format rules. Please use the documentation guidelines found on the Online Writing Lab (OWL) website:

<https://owl.english.purdue.edu/owl/resource/747/01/>

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Appropriate Classroom Conduct: Students are expected to show a respect for order, the rights of others, and to exemplify a sense of honor and integrity in the classroom. Student conduct is considered an integral part of the educational process. Therefore, no student should be denied the right to learn as a direct result of disruptions in the classroom. Active learning, open inquiry, and the free expression of informed opinion are the foundations of a liberal education at Albertus Magnus College. However, student behavior that interferes with an instructor’s ability to conduct the class is prohibited. Students are expected to be considerate and respectful of the rights, views, and interests of other students and faculty. The faculty member will take appropriate action if students do not abide by these rules.

Accommodations for Special Needs: Please advise the instructor of any special problems at the beginning of the semester. Those students seeking accommodation based on disabilities should obtain a Faculty Contract Sheet provided through the Academic Development Center (Room 114) in Aquinas Hall, 203-672-1050.

Library and Information Services Component: As needed

Blended and Online Course Etiquette: This course involves use of the Albertus eLearning system online. It is important to maintain appropriate professional interactions with your classmates and Instructor in the online environment. Please click the following link to review the Albertus policies regarding proper etiquette for interaction in all blended and online course work: [Link to Albertus' Netiquette Guide](#)

COURSE GRADING AND ATTENDANCE POLICIES

On-line Attendance Policy: Students are required to participate in **Forum** postings as a way to develop a learning community and engage in conversation outside the onground classroom.

Forum postings are located in eLearning. Students should respond by **Monday night midnight and Friday midnight**. Some weeks instead of a second Forum post other homework, such as Journal, will be assigned. Failure to respond by these deadlines will result in an absence being recorded for the online attendance for that session of the week.

On-line Attendance Policy: There are eight online sessions for this course. You must participate in all online assignments by the required due date to be marked as “present” online. *More than three absences will result at minimum in the loss of one full letter grade.*

Student comments in Forum should reflect a familiarity with the readings and a thoughtfulness that demonstrates an engagement with the content. Forum postings should be between two and four paragraphs long. Think of these postings as “formal” writing; therefore, use of Standard Written English is required. Always use the text under consideration to ground your claims. In other words, be specific and use examples from the text to support your statements.

PARTICIPATION IN BLENDED/ONLINE COURSES

In on-ground and online discussions, students should be able to:

- Demonstrate both reflective and critical thinking skills, which show the ability to ask necessary questions and critique existing viewpoints (including one’s own).
- Offer a unique and relevant perspective on class discussion.
- Respond to existing discussions and begin new threads of discussion, which advance and extend the concepts and ideas of the class.
- Respond to opposing viewpoints and opinions.
- Show the ability to “tradeoff” one’s own points of view and perspective when encountering new evidence or viewpoints of others.
- Synthesize differing and opposing ideas and concepts.
- Apply appropriately and meaningfully, to assigned problems and discussions research encountered in the course and cite correctly.

Grading Policy and Methods of Assessment:

	Score or Percentage of Grade
Three essays	30% (10% each)
Research paper	25%
Forum postings	30%
Final	15%

COURSE OBJECTIVES AND LEARNING OUTCOMES

Course Objectives:

By the completion of this course, each student will be able to:

- Know the basics of complete sentence structure
- Know the basics of an effective paragraph
- Demonstrate an understanding of grammar and punctuation fundamentals
- Apply the writing process approach to all formal writing
- Demonstrate a knowledge (and application) of description, comparison-contrast, definition, argument (and research) as forms of writing
- Know the basic conventions of MLA format including how to cite sources
- Recognize what constitutes plagiarism

Learning Outcomes:

By completion of this course, each student should know/demonstrate:

- The elements of the Writing Process
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- How to create an effective thesis statement and how to maintain focus on essay topic
- How to construct effective sentences, including topic sentences
- How to construct effective paragraphs, including introductions and conclusions
- Knowledge of different rhetorical strategies available in college writing and how to use them
- Demonstrate how to make sound logical arguments, integrate one's own ideas with those of others, and draw reasonable conclusions
- Correct use of MLA format

- How to research, use specific and relevant evidence, cite correctly, and avoid plagiarism

Week One

Topic: Course Overview

Learning Objectives: Students will demonstrate a thorough understanding of course requirements

Students will understand the basic elements of the Writing Process

Reading Assignments: Course syllabus

Wordsmith chapters 1-3

Online Discussion Forum Topic One: Introductions

Due Date and Time for Post: by Monday

Online Discussion Forum Topic Two: The Writing Process

Due Date and Time for Initial Post: by Friday, midnight

Description of Homework Assignment: Diagnostic Quiz (in eLearning Session One) Note: *You will **NOT** be graded on this quiz. It is for diagnostic purposes.*

Due Dates and Times: by Sunday, midnight

Estimated Duration: 1 hour

Week Two

Topics: The Writing process

Descriptive Essays

Learning Objectives: Students will understand the effective components of a standard essay, including the thesis, introduction, conclusion, and body paragraphs. Students will understand the meaning and components of the Writing process, including prewriting, drafting, revising, and proofreading. Students will learn the essential aspects of effective descriptive essay writing.

Reading Assignments: *Wordsmith* chapters 4-7; chapter 8 (pages 117-133)

Online Discussion Forum Topic: The Writing Process part two

Due Date and Time for Post: by Monday, midnight

Description of Homework Assignment: Diagnostic Quiz

Due Date and Time: Friday, midnight

Estimated Duration: 2 hours

Description of Homework Assignment: Descriptive Essay first draft

Due Date and Time: Thursday, midnight

Estimated Duration: 2 hours

Other Notes and/or Activities: Visit the OWL MLA website (the link is in eLearning) and read it carefully.

Week Three

Topics: Basic elements of research; compare/contrast essays; subjects and verbs

Learning Objectives: Students will understand how to begin research for a research paper, what the basic elements of compare/contrast essays are, and what correct subject and verb use are

Reading Assignments: *Wordsmith* chapters 9, 12 (pages 260-268), 13, and 14

Pocket Style Manual pages 106-110

Online Discussion Forum Topic: How to research

Due Date and Time for Post: by Monday, midnight

Description of Homework Assignment: Compare / Contrast essay first draft

Due Date and Time: by Tuesday, midnight

Description of Homework Assignment: Descriptive essay final draft essay

Due Date and Time: by Tuesday, midnight

Estimated Duration: 4 hours

Week Four

Topics: Run-on and fragment sentences; correct use of modifiers

Learning Objective(s): Students will know how to conduct research and cite sources correctly, both in-text and on a Works Cited page

Reading Assignments: *Wordsmith* chapters 12 (pages 268-270), 16, 17, and 20

Pocket Style Manual pages 110-121

OWL: “Quoting, Paraphrasing, Summarizing” and “Avoiding Plagiarism”

Online Discussion Forum Topic One: OWL response

Due Date and Time for Post: by Monday, midnight

Online Discussion Forum Topic Two: Beginning research

Due Date and Time: by Friday, midnight

Week Five

Topics: Research writing; argument essays; verb shifts; pronouns

Learning Objectives: Students will continue to know how to write a research paper, will understand the basic elements of an argument essay, will understand how to correctly change verb tenses and use pronouns

Reading Assignment: *Wordsmith* chapter 10, 18, 19, and 22

Online Discussion Forum Topic:

Due Date and Time for Post: by Monday, midnight

Description of Homework Assignment: Compare / Contrast essay final draft

Due Date and Time: due by Friday, midnight

Estimated Duration: 2 hours

Week Six

Topic: Research writing; commas, apostrophes and other punctuation

Learning Objectives: Students will continue to know how to write a research paper and will understand correct use of commas, apostrophes and other punctuation

Reading Assignments: *Wordsmith* chapters 24, 25, and 29

Online Discussion Forum Topic: Punctuation

Due Date and Time for Post: by Monday, midnight

Description of Homework Assignment: Submit the first draft of your research paper in the Research Paper First Draft Dropbox in eLearning

Due Date and Time: by Thursday, midnight

Estimated Duration: 3 hours

Online Discussion Forum Topic: research Paper

Due Date and Time: by Friday, midnight

Week Seven

Topic: Research paper revision; Style; Parallel Structure

Learning Objectives: Students will continue to know how to write a research paper and how to revise it, key elements of improving writing style and will demonstrate an understanding correct use of parallel structure

Reading Assignments Wordsmith chapters 21 and 23

Online Discussion Forum Topic: Applying style in writing assignments

Due Date and Time: by Monday, midnight

Description of Homework Assignment: Argument essay

Due Date and Time: by Friday, midnight

Estimated Duration: 3 hours

Description of Homework Assignment: Research paper revision; Review for Final

Estimated Duration: 3 hours

Week Eight

Topic: Final

Learning Objectives: Students will demonstrate an understanding of basic elements of the writing process, grammar, and punctuation through a comprehensive Final

Reading Assignment(s): Review Wordsmith, chapters 13-29

Online Discussion Forum Topic: My Research Paper

Due Date and Time for Post: by Monday, midnight

Description of Homework Assignment: Complete research paper

Due Date and Time: by Tuesday midnight

Estimated Duration: 5 hours

This syllabus may be revised as needed.

Be sure to check the eLearning page for this course for the correct version of assignments and due dates.

