

**San José State University**  
**Department of English and Comparative Literature**  
**English 1B, Composition 2 (GE C3), Sections 39 & 42,**  
**Spring 2013**

<b>Instructor:</b>	<b>Professor Allison Winston</b>
<b>Office Location:</b>	Faculty Office Building (FOB) 112
<b>Email:</b>	Allison.Winston@sjsu.edu
<b>Office Hours:</b>	Weds. 4:40-5:40pm; Fri. 12:30-1:30pm
<b>Class Days/Time:</b>	Section 39: Weds. 6-8:45pm, BBC 120 Section 42: Fri. 9:30am-12:15pm, Clark 218
<b>Prerequisites:</b>	Passage of Written Communication 1A (C or better) or approved equivalent.
<b>GE Category:</b>	Written Communication C3

**Required Readings**

- 1) **English 1B Course Reader** (available for purchase at the Print Shop)
- 2) *The Everyday Writer SJSU Campus Handbook* (note that this is a special SJSU version of the book only available for purchase at the campus Bookstore)
- 3) **Digital Readings** via the Course Calendar on Google Drive

**Other Required Materials**

- Regular access to computer for internet and word processing
- Regular access to printer
- Folder or binder where you keep all course materials, quizzes, and loose-leaf class work

**Course Description**

English 1B is the second course in SJSU's two-semester lower-division composition sequence. Beyond providing repeated practice in planning and executing essays, and broadening and deepening students' understanding of the genres, audiences, and purposes of college writing, English 1B differs from English 1A in its emphasis on persuasive and

critical writing (with less attention paid to the personal essay), its requirement for fewer but longer essays, and its introduction to writing informed by research. Students will develop sophistication in writing analytical, argumentative, and critical essays; a mature writing style appropriate to university discourse; reading abilities that will provide an adequate foundation for upper-division work; proficiency in basic library research skills and in writing papers informed by research; and mastery of the mechanics of writing.

**Prerequisites:** Passage of Written Communication 1A (C or better) or approved equivalent.

### **Course Goals and Student Learning Objectives**

Building on the college-level proficiencies required in English 1A, students shall achieve the ability to write complete essays that demonstrate advanced proficiency in *all* of the following:

- Clear and effective communication of meaning.
- An identifiable focus (argumentative essays will state their thesis clearly and will show an awareness, implied or stated, of some opposing point of view).
- An appropriate voice that demonstrates an awareness of audience and purpose.
- Careful attention to review and revision.
- Effective and correct use of supporting materials, including independent research (e.g., quoting, paraphrasing, summarizing, and citing sources);
- Effective analysis, interpretation, evaluation, and synthesis of ideas encountered in multiple readings.
- Effective organization and development of ideas at paragraph and essay levels.
- Appropriate and effective sentence structure and diction.
- Command of conventional mechanics (e.g., punctuation, spelling, reference, agreement).

### **Student Learning Objectives:**

SLO 1: Students shall write complete essays that demonstrate the ability to refine the competencies established in Written Communication 1A.

SLO 2: Students shall write complete essays that demonstrate the ability to use (locate, analyze, and evaluate) supporting materials, including independent library research, and identify key concepts and terms that describe the information needed.

SLO 3: Students shall write complete essays that demonstrate the ability to select efficient and effective approaches for accessing information utilizing an appropriate investigative method or information retrieval system.

SLO 4: Students shall write complete essays that demonstrate the ability to synthesize ideas encountered in multiple readings.

SLO 5: Students shall write complete essays that demonstrate the ability to incorporate principles of design and communication to construct effective arguments.

SLO 6: Students shall write complete essays that demonstrate the ability to identify and discuss issues related to censorship and freedom of speech.

## **Course Content**

**Class Participation:** This class will be discussion and activity-centered, not lecture-centered. This means that your success in this course is largely dependent on your presence, participation, and investment in our regular class meetings. In order to be successful, you must be present, you must do your reading, you must take notes, and you must be prepared to share your ideas in class or in small groups. Because student engagement is integral to learning at the personal and group levels, regular participation will count toward 10% of the course grade. Unless otherwise indicated, each class session will be worth 5 participation points. Participation points cannot be made up.

Unless otherwise stated, your 5 daily participation points will be based on the following day-to-day conduct:

- Attending class on time, returning from breaks on time, and staying until the class is dismissed.
- Coming to class prepared to discuss the homework or reading.
- Bringing the required materials to class (Reader, print-outs of readings, writing assignments, etc.).
- Asking questions, making observations, and regularly participating in whole class discussions.
- Participating actively in pair activities, small group work, class activities, and class discussions.
- Professional and positive behavior during class time (i.e., respecting the ideas of others; conducting oneself in a professional and courteous manner; refraining from use of electronics during class, etc.)

Students who are present for the entire duration of all class sessions (as well as on time and on-task) will be qualified for a 25-point participation bonus at the end of the semester.

**Writing:** In English 1B, you will continue to practice all phases of the writing process, including annotating, prewriting, organizing, writing, revising, workshoping, and editing. You will read and write within different genres and learn how to respond to and utilize the work of other writers in your own compositions. In addition to shorter and informal assignments (e.g., reading responses, homework writing, ungraded writing, in-class writing, etc.) **you will write four formal essays** of varying lengths and genres. Of these, three will be in-class essays and two will require extensive library research. All written work must follow MLA guidelines.

**Writing workshops:** Writing workshops are opportunities to receive feedback on your writing from your peers. Constructive feedback will help you see where your writing has been effective and where it can be revised to become more powerful. This feedback will aid you during the revision process and help you get a higher grade on the final version of the assignment. In addition to receiving feedback on your writing, learning to critique the essays of your peers helps you become a better writer and thinker, and is one of the best ways to help you learn to revise your own work. **Participation in all workshops as a reader and a writer is mandatory.** Participation includes posting your essay on time/bring copies of your essay to class, arriving to workshops on time, coming to workshops prepared to discuss the work of your peers, completing peer evaluations as directed, and having openness and a positive attitude when your own work is being workshopped. If you have not submitted a complete draft of your essay to be workshopped by the workshop deadline or are not prepared for the workshop, you will not receive points for the workshop and your final essay grade on that assignment will automatically be lowered by 10%.

**Individual writing conferences:** All students are required to meet with me for an individual writing conference at least once during the semester, and students who earn grades of C or lower on any assignment may be required to meet with me more frequently. Conferences will give you the opportunity to get more in-depth and individualized feedback on and assistance with your writing. Conferences may be held during or outside of class time. Sign-up sheets will be posted to GD.

**Revising:** Because one of the main objectives of this class is to learn and practice writing as a process, you are required to substantially revise all drafts of all formal writing assignments. Failure to submit drafts and revisions in accordance with assignment instructions may result in failure of the assignment or the course. **In order to make revision possible, you are required to keep all digital versions of all formal writing assignments in your personal Google Drive folder.** You must also maintain separate draft documents on GD when you are writing multiple drafts of an essay. When starting a new draft of a formal assignment in your Drive, you should begin by making a copy of the draft you will be modifying (FILE → Make a Copy) and renaming (File → Rename) the copy with a new title (i.e., Draft 2, etc.). More details about how to maintain multiple versions of writing assignments in GD will be provided in class.

**Reading:** English 1B includes extensive and intensive reading. The reading you do in this course provides useful models of writing for academic, general, and specific audiences. It also provides various styles, rhetorical strategies, topics, and positions for us to analyze, use as evidence, and use as a springboard for our own arguments. Because all class activities depend on your having done the reading homework, neglecting to do so will affect your in-class performance as well as your ability to participate in that day's activities. I will rarely lecture on the readings. The only way you can know the contents of the readings is to read. You will not be able to succeed in this class if you do not do the reading.

## **Classroom Protocol**

**Laptop & cell phone use:** No laptops or other electronic devices may be used during this class except when specifically directed; absolutely no cell phone use will be tolerated at any time during the class. If you are caught misusing electronics, you may be asked to leave the room and will lose your participation points for the day.

**SJSU Email:** You will only be allowed to use your SJSU email account for work and correspondence in this class. I will send announcements to your school email account throughout the semester. It is imperative that you check your email regularly throughout the week. Neglecting to check your school email account is not an excuse for missing an announcement or falling behind.

**Email Etiquette:** I encourage you to email me if you have difficulties or brief questions, but more involved questions should be saved for after class or office hours. I will check my email once per day, Monday-Friday, and will respond to all emails within 48 hours on weekdays. When corresponding with me (or any other professor) you should make sure be professional and appropriate.

**Google Drive:** I will post the Course Assignment Calendar, links to Digital Readings, and all course documents and handouts to our class folder in Google Drive, “English 1A, Course Files.” Everyone in the class has viewing rights to this folder. A second folder will be shared privately with each student and will have your name in the title (Lastname, Firstname). This is your personal GD folder. Unless otherwise directed, you will post all of your formal and informal writing assignments to this personal folder. This will allow you to save everything and keep all of your writing in one place where it will be accessible from any computer. Since only you and I can see this folder’s contents, I will grade and comment on your assignments in your personal folder. It is your responsibility to ensure that your work is properly submitted to this folder on time and as directed. You are required to keep all drafts and all comments on all assignments in your personal folder, as you will need these materials for your reflection papers.

You can access your Google Drive account by logging into your SJSU email account and clicking on DRIVE on the top toolbar. Once you are inside Drive, click on “Shared with Me” on the left toolbar to see the “English 1A, Course Files” folder and your personal folder. *You must move these two folders into your Drive* by clicking on the box next to them and then clicking “Add to My Drive.” **Please note that you cannot access these folders unless you are logged into your school email account, even if you have your school email forwarded to a personal account.** In addition to submitting your formal essays to Google Drive, you will be required to submit essays to turnitin.com.

**Course Assignment Calendar:** The Course Assignment Calendar, located in the “English 1A, Course Files” folder, is a live document that will be expanded on and

modified over the course of the semester. All dates and assignments are subject to change at any time with reasonable notice. Additional assignments, including reading, homework, class work, and the like, will be announced and assigned during class and posted online on a regular and ongoing basis. It is your responsibility to check the Course Assignment Calendar regularly for updates. Because it is a live document, you should not print out the calendar; instead, I recommend bookmarking it on your computer and SmartPhone to ensure easy and immediate access.

**Printing Digital Readings:** You will be required to print several documents and readings this semester, including any Digital Readings assigned on the Course Calendar. If you do not have a printer at home, you should purchase a print card at the King Library so that you can print on campus.

**Appointment and individual conference no-shows:** All students will be required to meet with me for a writing conference at least once during the semester. If you must cancel or reschedule your individual appointment or writing conference, you must give me at least 24-hour's notice (or make the change to the online schedule at least 24-hours in advance). If you neglect to give proper advance notice you will automatically lose 10 points on the assignment at issue.

**Canvas:** The University does not require professors to make your itemized course grades available on Canvas. As such, when I choose to make your itemized grades available to you on Canvas, I am providing a courtesy. If you take it for granted or misuse it, I will unpublish the course and you will have to track your grades manually. If you wish to submit a correction or inquiry regarding grades on Canvas, you must send me a message *through* Canvas—do not email me and do not ask me about it in person, during class, or during office hours, as this wastes valuable time. Obsessive Canvas behavior—including checking Canvas during class—will not be tolerated.

**Late Assignment Policy & Make-Up Policy:** All assignments are due by the stated deadline or collection time and in the manner required. Formal writing assignments include the four formal essays, as well as their stages, drafts, and revisions. Any formal writing assignments submitted after the deadline will receive a 10% grade deduction for every 24-hour period it is late. **Failure to turn in any formal writing assignment will result in an automatic F in the course.** All informal writing assignments, homework, and quizzes that are not submitted by the assigned deadline or collection time will result in a grade of zero (0). In other words, no informal assignment (quizzes, responses, homework, in-class writing, etc.) will be administered or accepted late for any reason; these assignments cannot be made-up and no extra credit will be offered to compensate for points lost.

**Grading:** All assignments will be graded on a points-to-percentage system. All letter grades are converted to a numerical equivalent based on a 100 point system. **No extra credit assignments will be offered in this course. A total course grade of C (74%) or higher is necessary to pass the course.**

98-100% = A+  
94-97 = A  
90-93 = A-  
88-89 = B+  
84-87 = B  
80-83 = B-  
78-79 = C+  
74-77 = C  
70-73 = C-  
68-69 = D+  
64-67 = D  
60-63 = D-  
0-59 = F

**Semester Grades:**

Essay 1*	15%
Essay 2	20%
Essay 3**	25% (includes both drafts)
Essay 4**	10% (includes both drafts)
Non-essay assignments, workshops, quizzes, etc.	20%
Participation	10%
Total	100%

\* In-Class Essay

\*\* First Draft will be written as an In-Class Essay

**University Policies**

**Dropping and Adding**

Students are responsible for understanding the policies and procedures about add/drop, grade forgiveness, etc. Refer to the current semester's [Catalog Policies](http://info.sjsu.edu/static/catalog/policies.html) section at <http://info.sjsu.edu/static/catalog/policies.html>. Add/drop deadlines can be found on the current academic year calendars document on the [Academic Calendars webpage](http://www.sjsu.edu/provost/services/academic_calendars/) at [http://www.sjsu.edu/provost/services/academic\\_calendars/](http://www.sjsu.edu/provost/services/academic_calendars/). The [Late Drop Policy](http://www.sjsu.edu/aars/policies/latedrops/policy/) is available at <http://www.sjsu.edu/aars/policies/latedrops/policy/>. Students should be aware of the current deadlines and penalties for dropping classes. Information about the latest changes and news is available at the [Advising Hub](http://www.sjsu.edu/advising/) at <http://www.sjsu.edu/advising/>.

## **Consent for Recording of Class and Public Sharing of Instructor Material**

[University Policy S12-7](http://www.sjsu.edu/senate/docs/S12-7.pdf), <http://www.sjsu.edu/senate/docs/S12-7.pdf>, requires students to obtain instructor's permission to record the course.

- “Common courtesy and professional behavior dictate that you notify someone when you are recording him/her. You must obtain the instructor's permission to make audio or video recordings in this class. Such permission allows the recordings to be used for your private, study purposes only. The recordings are the intellectual property of the instructor; you have not been given any rights to reproduce or distribute the material.”
- “Course material developed by the instructor is the intellectual property of the instructor and cannot be shared publicly without his/her approval. You may not publicly share or upload instructor generated material for this course such as exam questions, lecture notes, or homework solutions without instructor consent.”

## **Academic integrity**

Your commitment as a student to learning is evidenced by your enrollment at San Jose State University. The [University Academic Integrity Policy S07-2](#) requires you to be honest in all your academic course work. Faculty members are required to report all infractions to the office of [Student Conduct and Ethical Development website](#). Instances of academic dishonesty will not be tolerated. Cheating on exams or plagiarism (presenting the work of another as your own, or the use of another person's ideas without giving proper credit) will result in a failing grade and sanctions by the University. For this class, all assignments are to be completed by the individual student unless otherwise specified. If you would like to include your assignment or any material you have submitted, or plan to submit for another class, please note that SJSU's Academic Integrity Policy S07-2 requires approval of instructors.

## **Campus Policy in Compliance with the American Disabilities Act**

If you need course adaptations or accommodations because of a disability, or if you need to make special arrangements in case the building must be evacuated, please make an appointment with me as soon as possible, or see me during office hours. [Presidential Directive 97-03](#) requires that students with disabilities requesting accommodations must register with the [Accessible Education Center](#) to establish a record of their disability. In 2013, the Disability Resource Center changed its name to be known as the Accessible Education Center, to incorporate a philosophy of accessible education for students with disabilities. The new name change reflects the broad scope of attention and support to SJSU students with disabilities and the University's continued advocacy and commitment to increasing accessibility and inclusivity on campus.

## **Student Technology Resources**

Computer labs for student use are available in the [Academic Success Center](#), located on the 1st floor of Clark Hall and in the Associated Students Lab on the 2nd floor of the Student Union. Additional computer labs may be available in your department/college. Computers are also available in the Martin Luther King Library.



A wide variety of audio-visual equipment is available for student checkout from Media Services located in IRC 112. These items include DV and HD digital camcorders; digital still cameras; video, slide and overhead projectors; DVD, CD, and audiotape players; sound systems, wireless microphones, projection screens and monitors.

### **SJSU Writing Center**

The SJSU Writing Center is located in Clark Hall, Suite 126. All Writing Specialists have gone through a rigorous hiring process, and they are well trained to assist all students at all levels within all disciplines to become better writers. In addition to one-on-one tutoring services, the Writing Center also offers workshops every semester on a variety of writing topics. To make an appointment or to refer to the numerous online resources offered through the Writing Center, visit the [Writing Center website](http://www.sjsu.edu/writingcenter) at <http://www.sjsu.edu/writingcenter>. For additional resources and updated information, follow the Writing Center on Twitter and become a fan of the SJSU Writing Center on Facebook. (Note: You need to have a QR Reader to scan this code.)



### **SJSU Counseling Services**

The SJSU Counseling Services is located on the corner of 7<sup>th</sup> Street and San Fernando Street, in Room 201, Administration Building. Professional psychologists, social workers, and counselors are available to provide consultations on issues of student mental health, campus climate or psychological and academic issues on an individual, couple, or group basis. To schedule an appointment or learn more information, visit the [Counseling Services website](#).