

ENGL 105: ENGLISH COMPOSITION & RHETORIC

<http://engl105107.web.unc.edu/>

Spring 2018 | TTh 5:00-6:15 | Greenlaw 307

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Office: Greenlaw 530 | office hours TTh 12:30-2, or by appointment

Course Description

Welcome to ENGL 105! As you continue to acclimate yourself to your first year of college, one common point of reference between you and your peers is probably English 105. *So, what's so important about it?* One answer is that this course grounds your future success as a college writer. As you may have noticed in the fall semester, the sort of writing that you'll be asked to do in your college courses is far different than what you've experienced in high school. Not only will you have to read and write *at greater length*, but you'll have to do so more critically, more experimentally, and more professionally. ENGL 105 will bridge the gaps between what you already know and what's expected from college writing by exploring writing processes and genres across three disciplines: **natural sciences**, **business**, and **humanities**. The goal of each unit is to equip you with transferable writing skills that you will carry with you throughout your time at UNC – and afterward.

By the end of the course, you will be able to:

- Utilize UNC's libraries and electronic resources to facilitate academic research
- Synthesize several academic sources into a single argument
- Identify "rhetorical situations" and how they affect your writing
- Adjust the tone of your writing based on your audience and purpose
- Reflect on personal writing tendencies and style
- Use peer-reviewed, scholarly evidence to inform, persuade, and argue
- Develop and defend arguments through writing
- Effectively peer review and workshop writing assignment drafts
- Write as a multi-step process, including pre-writing and preliminary research, outlining, and revising
- Navigate between written, oral, and visual communication

Required Materials

- *Tarheel Writing Guide*, available at UNC Student Stores
- Charged (!) laptop equipped with Microsoft Word
- Adobe Indesign, available for download here:

<http://software.sites.unc.edu/adobe/>

COURSE POLICIES

Every syllabus functions as a contract between instructor (me) and her students (you). You are responsible for knowing and abiding by these policies throughout the semester.

Class Participation: In a course with a great deal of writing, your instructor is no longer your sole audience. Instead, you will be working closely with your classmates. To ensure that all students receive quality feedback, it is necessary for everyone to participate at a high level. **The class as a whole should be positively impacted by your presence.** Your final participation grade includes class discussion, group discussion, and the quality of your work during peer reviews and workshops. **Cell phone use and extraneous laptop use is not permitted during class and will impact your participation grade.**

Class Attendance: Unless you alert me prior to class, I expect you to be in attendance every session. Class attendance factors into your participation grade, which is totaled according to the participation rubric. According to UNC's Writing Program policy, you may receive an F in this course if you miss more than (7) class sessions. However, your grade will be affected on the participation rubric after **two unexcused absences**. You must alert me in person or in email at least 24 hours before your absence to have it excused. If you do miss a class, email me or see me during office hours to discuss the material that you missed.

Late Assignments: I expect all assignments to be turned in on the set deadline, which will be at midnight on a scheduled class day, unless otherwise noted. If we have not agreed on an extension date, then **2 points/day** will be deducted for late Feeder assignments, and **5 points/day** will be deducted for late Unit Project assignments. 1 point will also be deducted if assignments are submitted to the incorrect location, ie, "Dropbox" rather than "Assignments" on Sakai.

Assignment Formatting: All of your papers (drafts and final copies) must adhere to appropriate style and format guidelines for the genre and discipline in which you are writing. Print assignments should maintain 1" margins, use 12 -point font, double space lines, and contain appropriate identifying information (name, course, instructor, date, title). Electronic submissions should be named with your last name and the assignment title. For example, if I submitted this syllabus electronically the file name would read "Shand_ENGL105Syllabus".

Technology: We will be using a combination of Sakai, GoogleDocs, and our course website nearly every meeting. For this reason, you must bring your laptop to class every day. Sakai will be primarily used to submit assignments, while collaborative writing and group activities will be done through GoogleDocs. Class materials will be available on our course website. If you prefer to write on paper or read hard copies during workshops, you are welcome to do so, but you will be expected to electronically submit all graded assignments to Sakai.

Emails/Communication: All email communication should have a subject line that contains the course number and a short description of what the email is about (e.g. ENGL 105.087 Feeder 1.1 question). All emails should be written in complete sentences and should use a professional tone.

UNIVERSITY POLICIES

Honor Code/Plagiarism The honor code applies to everything that we do at this university, including our use of outside sources in our research and writing. Our work in this class will conform to the principles and procedures defined in the *Instrument of Student Judicial Governance* (<http://instrument.unc.edu/>). The research that we do this semester, whether primary or secondary, print or online, formal or informal, will require careful documentation on your part to ensure that you are accurately citing all materials. We will review citation guidelines early and often throughout the semester. The need to cite your sources applies to all your work, including drafts as well as final versions of your feeders and projects. When in doubt: CITE. and you will be responsible for reading and understanding the honor code as outlined in your Student Guide. If I suspect you of plagiarizing all or part of an assignment, even unintentionally, I am required to report the offense to the Honor Court. If you think you are running into trouble with an assignment, please come and speak with me.

Accessibility Statement: The University of North Carolina at Chapel Hill ensures that no qualified person shall by reason of a disability be denied access to, participation in, or the benefits of, any program or activity operated by the University. In compliance with UNC policy and federal law, qualified students with psychological, physical, and other disabilities are eligible to receive “reasonable accommodations to ensure equal access to education opportunities, programs, and activities” (<http://www.unc.edu/depts/lds/faculty-policies.html>). If you anticipate such accommodations and/or have concerns that should be discussed, please notify me as soon as possible so that appropriate arrangements can be made. Additionally, you may seek out student support services at the Accessibility Resources and Services Office (<https://accessibility.unc.edu/students>) and through the Learning Center (<http://learningcenter.unc.edu/>)

Non-Discrimination Policy: The University is committed to providing an inclusive and welcoming environment and to ensuring that educational and employment decisions are based on individuals’ abilities and qualifications. Consistent with these principles and applicable laws, it is therefore the University’s policy not to discriminate on the basis of age, color, creed, disability, gender, gender expression, gender identity, genetic information, national origin, race, religion, sex, sexual orientation or veteran status as consistent with the University’s Policy on Prohibited Discrimination, Harassment and Related Misconduct. No person, on the basis of protected status, shall be excluded from participation in, be denied the benefits of, or be subjected to unlawful discrimination, harassment, or retaliation under any University program or activity, including with respect to employment terms and conditions. Such a policy ensures that only relevant factors are considered and that equitable and consistent standards of conduct and performance are applied.

IF YOU NEED HELP:

Come and talk with me: If you are falling behind or need extra help, whether it has to do with this class or another, let me know. If you need help with an assignment, please come for a writing conference with me. Either make an appointment or come during my office hours.

Talk to your peers: As you are getting to know UNC and the kind of work that is expected of you here, you and your peers will likely have similar questions or concerns. Stay in contact with your group mates and classmates and share new information, campus resources, or writing strategies that you have found helpful.

Visit the Writing Center: The UNC Writing Center, located in SASB North and in Greenlaw Hall #221, offers free tutoring services for students. You may visit the Writing Center to ask for help with a specific paper. To make an appointment, browse the Writing Center's online resources, or send a draft online, please go to <http://writingcenter.unc.edu/>

Visit the Learning Center: The UNC Learning Center, located in SASB North, works with students wanting to improve their overall academic performance. Visit their web site at <http://learningcenter.unc.edu/>.

Ask at the Undergraduate Library: The library system here at UNC has a number of dedicated reference librarians who are happy to help you find materials and learn how to locate resources. You can chat with a librarian or schedule a research consultation on their website (www.lib.unc.edu) under “Contact Us.”

See Counseling and Psychological Services: The staff as CAPS (located in the Student Health Building) is committed to addressing the mental health needs of a diverse student body through timely access to consultation and connection to clinically appropriate services. Visit <https://campushealth.unc.edu/services/counseling-and-psychological-services> or contact CAPS at 919-966-3658.

Visit Academic Advising: Academic Advising offices are located in Steele Building. In addition to providing guidance related to course enrollments and majors and minors, Academic Advising also can help with any problems you may be having in your courses. Contact Academic Advising at 919-966-5116 or visit <http://advising.unc.edu/>.

Talk to the Office of the Dean of Students: Located in suite 1106 of SASB, the Office of the Dean of Students provides personal support services for all students and assists with transitions or other challenges students may be having in and out of the classroom. Contact their offices at 919-966-4042 or via email dos@unc.edu or visit <https://deanofstudents.unc.edu>.

COURSE STRUCTURE

Workshop format: Classes will be taught using a workshop approach that promotes interactive, experiential learning (as opposed to a lecture format). You will be working individually, in pairs, and in groups on skills that we discuss in class. As part of a writing group, you will collaborate, problem-solve, and offer feedback on writing.

Assignment Sequences: For each unit you will complete two small feeder projects and one substantial unit project. I will provide you with detailed information about each unit assignment sequence at the start of each unit. We will hold at least one draft workshop for each assignment

during which you will give your group mates thoughtful feedback on their drafts. Unit projects will be evaluated using assignment-specific rubrics.

Personal Writing Assessment: Along with your feeders and unit projects, you will also complete a “personal writing assessment” each unit. The assessment asks that before each unit project, you identify three new writing goals. You then assess how well you addressed this goal, and your method for doing so, in the unit project. This assessment will count for a portion of the grade for each unit project, and will be turned in with your final portfolio.

Course Journal: Throughout the course you will also complete a “105 Course Journal”, composed of 5-minute free writes at the beginning of each class. These free writes will help critically reflect on a homework assignment or prepare for the topic of the day. Your 105 Course Journal will be submitted to me at the end of the semester as part of your final portfolio.

Extra Credit: You have the option of receiving extra credit on a unit project once during the semester. To receive extra credit, you are asked to document your visit to one campus resource or activity that we do not use during the class. After visiting, you should fill out a rhetorical situation chart for that resource, and write a short reflection on your visit.

EVALUATION

While you will be writing frequently, I will not be grading everything that you produce this semester. Often, you will rely on your group mates for feedback. I will provide a grade and written feedback for each feeder and unit assignment. In addition to unit feeders and unit projects, you will be graded on participation and a final portfolio. Participation includes in-class discussions, group discussions, effective peer review participation, and your 105 Course Journal. Your work will culminate in your final portfolio, which will include your entire 105 Course Journal, feedback on the effectiveness of your writing group members’ peer review, and a short reflection on the course.

The breakdown of your final semester grade is as follows:

Assignment	Percentage Per Assignment	Total
Unit 1	Feeder 1.1: 5% Feeder 1.2: 5% Unit Project: 20%	30%
Unit 2	Feeders 2.1: 5% Feeder 2.2: 5% Unit Project: 20%	30%
Unit 3	Feeder 3.1: 5% Feeder 3.2: 5% Unit Project: 20%	30%
Participation		5%
Final Portfolio		5%

Total		100%
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Grading Rubric

Grade	Minimum %
A+	100
A	99-95
A-	94-90
B+	89-87
B	86-83
B-	82-80
C+	79-77
C	76-73
C-	72-70

Course Assignments

Unit 1	Writing in the Natural Sciences	Due Date
<i>Feeder 1</i>	Preliminary Research Handout	January 30
<i>Feeder 2</i>	Annotated Bibliography	February 8
<i>Unit Project</i>	Literature Review	February 15

Unit 2	Writing in Business	Due Date
<i>Feeder 1</i>	Elevator Pitches + Business Card	February 27
<i>Feeder 2</i>	Resume + Cover Letter	March 8
<i>Unit Project</i>	Job Interview	March 20 and March 21*

* Note: we will not meet in class on March 20. We will schedule individual time slots to meet for the interview on March 20 and 21.

Unit 3	Writing in the Humanities	Due Date
<i>Feeder 1</i>	Research Proposal	April 5
<i>Feeder 2</i>	Essay Outline	April 17
<i>Unit Project</i>	Multimodal Biography	April 26

Course Schedule

I reserve the right to make changes to the syllabus, including due dates. These changes will be announced as early as possible. I may assign additional day to day reading or homework that are not listed here.

Date	TUESDAY	Date	THURSDAY
<i>1/9</i>	---	<i>1/11</i>	Course Introduction
<i>1/16</i>	Introduction to Unit 1	<i>1/18</i>	Brainstorming and Choosing Topics
<i>1/23</i>	Using Library Databases	<i>1/25</i>	Evaluating Sources
<i>1/30</i>	Feeder 1.1 Due/ Integrating Sources / CSE	<i>2/1</i>	Introductions and Conclusions
<i>2/6</i>	Organization	<i>2/8</i>	Feeder 1.2 Due/ Scientific Style
<i>2/13</i>	Workshop complete draft	<i>2/15</i>	Unit 1 Project Due/ Introduction to Unit 2
<i>2/20</i>	Elevator Pitches & UNC Career Services	<i>2/22</i>	Graphic Communication: Business Cards
<i>2/27</i>	Feeder 2.1 Due/ Resumes	<i>3/1</i>	Cover Letters
<i>3/6</i>	Colons and Semicolons	<i>3/8</i>	Feeder 2.2 Due/ Interview Etiquette
<i>3/13</i>	<i>SPRING BREAK</i>	<i>3/15</i>	<i>SPRING BREAK</i>
<i>3/20</i>	Unit Project 2 Due <i>(Tuesday 3/20 and Wednesday 3/21)</i>	<i>3/22</i>	Introduction to Unit 3
<i>3/27</i>	Close-reading / Argument	<i>3/29</i>	Finding Sources
<i>4/3</i>	Prewriting	<i>4/5</i>	Thesis Statements / Feeder 3.1 Due
<i>4/10</i>	Progressive Argument Structure	<i>4/12</i>	Analyzing Sources / MLA citation
<i>4/17</i>	Feeder 3.2 Due/ Individual Consultations	<i>4/19</i>	Using Digital Tools to Write: WordPress
<i>4/24</i>	Workshop Complete Draft	<i>4/26</i>	Unit Project 3 Due (final portfolio due 4/27)