

**San Jose State University  
Department of English and Comparative Literature  
English 1A, Written Composition 1 (GE A2), Section 5, Fall 2015**

**Course and Contact Information:**

<b>Instructor:</b>	Khalida Q. Kareemi
<b>Office Location:</b>	FO Building #107
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<b>Office Hours:</b>	Mondays: 9-10 A.M. and by Appointment
<b>Class Days/Hours:</b>	Mondays/Wednesdays 7:30-8:45 A.M.
<b>Classroom:</b>	SH 348
<b>Prerequisites:</b>	English Placement Test

**GE/SJSU Studies Category:** Written Communication A2

**Faculty Web Page and MYSJSU Messaging:**

All the course materials, handouts, journal requirements, and everything students will need is placed on the Canvas. Students are responsible for checking the system daily as I will continue to update the system as needed.

**GE A2 Course Description:**

English 1A promotes an understanding of analytical writing with a special focus and attention on the university writing requirements. Students will develop college-level reading abilities, using rhetoric and a writing style that brings analysis and coherence to college writing. In order to move on to the next sequence of courses, a minimum passing grade of C or better is required.

**English 1 Section Description:**

English 1A is the first course in SJSU's two-semester lower-division composition sequence. Students will read college-level challenging prose with the attention to the personal voice, experience, and argumentation relying on structured essays of thematic approach to reading and writing. Students will develop college-level reading abilities, rhetorical sophistication, and writing styles that give form and coherence to complex ideas and feelings.

## **GE Learning Outcomes (GELCO)**

Upon successful completion of this course, students will be able to:

1. Demonstrate the ability to read actively and rhetorically
2. To be able to perform the essential tasks of the writing process such as prewriting, organizing, composing, revising, and editing and demonstrate an awareness of the entire process of reading and writing.
3. Articulate an awareness of and write according to the rhetorical features of texts, such as purpose, audience, context, and rhetorical appeals.
4. Demonstrate the ability to integrate their ideas and those of others by explaining, analyzing, developing, and critiquing ideas effectively in several genres.
5. Demonstrate college-level language use, clarity, and grammatical proficiency in writing.

## **English 1A Course Outcomes (CLO)**

Students will achieve the ability to write complete and cohesive essays that demonstrate college-level proficiency in all of the following:

- Clear and effective communication of meaning
- An identifiable focus, tailored to a particular audience and purpose (argumentative essays will state their thesis clearly and demonstrate an awareness, implied or stated, of some opposing view.
- The ability to perform effectively the essential steps of the writing process (prewriting, organizing, composing, revising, and editing).
- The ability to explain, analyze, develop, and criticize ideas effectively.
- Effective use within their own essays of supporting material drawn from reading or other sources, including appropriate citation.
- Effective organization within the paragraph and the essay.
- Accuracy, variety, and clarity of sentences.
- Appropriate diction and tone.
- Control of conventional mechanics (e.g. punctuation, spelling, reference, and agreement).

### **Course Content:**

*Diversity:* SJSU studies include an emphasis on diversity. Thus, you will be reading articles from writers of different ethnicities, gender, socioeconomic class, and ideologies.

*Writing:* Writing assignments will provide students repeated practice in all phases of the writing, revising, and editing of essays. The class requires a minimum of 8000 words, at least of which 4000 must be in revised final draft form. Because in-class writing is valued and students should be able to perform well in timed writing situations, at least three essays will be written in class. In addition, ENGLISH 1A classes require at least three out-of-class essays.

*Reading:* ENGLSIH 1A is also a reading course. The reading is a crucial component of the class, as you must read effective writing to become an effective writer. All readings must be completed by the beginning of each class session, and all discussions and assignments will be based on the reading material. In order to be a successful student in this course, it is important to come to class prepared with the completion of the daily readings.

***Required Texts/Readings and Resources:***

***Textbook:***

Jacobus, Lee A. *A World of Ideas*. 9<sup>th</sup> ed. Connecticut UP, St. Martins, 2014.

- Print edition available at the Spartan Bookstore.
- Electronic edition is available for academic resources after purchasing either the book or online text. We will refer to the online resources frequently in class and topics will be available for students on Canvas. However, students are required to bring the text book to class at every class meeting.

Lundsford, Andrea. *The Everyday Writer (with exercises)*. 5<sup>th</sup> ed. Boston: St. Martin's, 2013.

- Print edition: ISBN #978-1-45766712-1; available at the Spartan Bookstore
- Electronic edition is available online at Bedford/St. martin's (<http://bcs.bedsfordstmartins.com/everydaywriter5e/>).

***Other Readings:***

Course articles will be posted on Canvas and additional resources on grammar and writing will also be added. In the second week, I will post some essays on *Style: Lessons in Clarity and Grace* and students should bring a handout assigned to the relevant class writing practice.

***Other equipment/ material requirements:***

- A pocket folder for turning in essays
- A notebook/ loose-leaf paper for in-class writing and homework assignments (to be collected every Monday and returned on Wednesdays).
- Access to a laptop, desktop, or tablet.

***Library Liaison:***

Toby Matoush is the library liaison for English and Comparative Literature and for Languages.

Phone: (408) 808-2096

Email: [toby.matoush@sjsu.edu](mailto:toby.matoush@sjsu.edu)

## Course Requirements and Assignments

SJSU classes are designed in such a way that for students to be successful it is expected that all students will devote at least three hours per week per unit of class. This includes, preparing for class, participating in course activities, completing assignments, and other writing related requirements. More detail about student workload can be found in *University Policy S12-3* at <http://www.sjsu.edu/senate/docs/S12-3.pdf>.

Written Essays: Students will write three-in-class essays and three out-of-class essays this semester. Each of the out-of-class essays will go through at least one revision. Please review the course schedule, course deadlines, assignments, objectives, word counts, and due dates.

	<u>Word Count</u>	<u>GELO</u>
Unit one: Personal Reflection		
• In-class Essay #1: Personal Response	750	5
• Revised Essay #1: Reflection & Analysis	1400	2-5
Unit Two: Reading Arguments		
• In-class Essay #2: Reflection & Analysis	750	1-3, 5
• Revised Essay #2: Rhetorical Analysis	1400	1-5
Unit Three: Writing Arguments		
• In-class Essay #3: Stylistic Analysis	1000	1-3, 5
• Revised Essay #3: Persuasive Argument	1400	1-5
Final Portfolio	1300	1-5

Portfolio Project: At the end of the semester, students will turn in a portfolio consisting of two revised out-of-class essays, two revised in-class essays, and a short reflective analysis of your writing process.

Oral Presentations: Working in groups, students will present two multimedia projects based on essays #1 and #3. Please refer to the class schedule with all assignment objectives and presentation dates.

Grammar & Reading Quizzes: There will be several announced quizzes that are included on the class schedule. There may also be pop quizzes, which will test your completion and comprehension of the required reading and grammar assignments.

Final Exam: There will be a final comprehensive exam on grammar, punctuation, and usage.

### Grading Policy:

Requirements for each assignment may vary, but in all the essays, the grade will reflect the paper's effectiveness, which includes three major areas: content, organization, and

expression. All assignments should show maturity and sophistication of thought and are graded on a traditional A-F scale.

The following is the criteria by which essays are typically evaluated in first-year writing courses:

An “A” essay is organized and well-developed, demonstrating a clear understanding and fulfillment of the assignment, written in a unique, compelling, and convincing voice. It will show the student’s ability to use language effectively with a solid command of grammar, mechanics, and usage.

A “B” essay demonstrates competence in the same categories as an “A” essay, but it may show slight weakness in one of the areas. It will respond to the topic suitable and may contain some grammatical, mechanical, or usage errors.

A “C” essay will complete the requirements of the assignment, but it will show weaknesses in fundamentals, such as development. It may also show weakness in mastery of grammar, mechanics, usage, or voice.

A “D” essay will neglect to meet all the requirements of the assignment or may be superficial in its treatment of the topic. It may lack development or fail to stay on topic. It may contain grammatical, mechanical, and /or usage errors that interfere with reader comprehension.

An “F” essay does not fulfill the requirements of the assignment.

The total points for the course is 1000. At the end of the semester, your overall course grade is listed below:

<u>Individual Assignment Point Values</u>	<u>Percentage</u>	<u>Point Value</u>
In-class essay #1: Personal Response	Diagnostic	0
In-class essay #2: Reflection and Analysis	5%	50
In-class essay #3	5%	50
Revised essay #1: Reflection & Analysis	15%	150
Revised essay #2: Rhetorical Analysis	20%	200
Revised essay #3: Persuasive Argument	20%	200
Project #1	10%	100
Project #2	10%	100
Final Portfolio	10%	100
Final Exam & Quizzes	5%	50
Total Points:	1000	

Course Grade Point Values

1000-930	A	769-730	C
929-900	A-	729-700	C-
899-870	B+	699-630	D+
869-830	B	669-630	D
829-800	B-	629-600	D
799-770	C+	599-0	F

**As a CSU graduation requirement, this course must be passed with a C or better.**

**Classroom Protocol:**

Attendance: University policy F69-24: “Students should attend all meetings of their classes, not only because they are responsible for material discussed therein, but because active participation is frequently essential to ensure maximum benefit for all members of the class.”

Cell Phones: If your cell phone rings in class or if I see you texting, you will be asked to surrender your phone for the remainder of class. If you do not wish to surrender your phone, you will be asked to leave the class. Cell phones are a distraction to you and to the rest of the class.

Leaving the Classroom: Once class has started, you are not permitted to leave without permission. Anyone leaving class will be asked not to return. It is disruptive to class discussions when students walk in and out of the classroom. During group work, you will have the opportunity to leave class briefly to use the restroom.

Essay Format: All essays must be typed and double-spaced (1-inch margins with a 12 pt font). **Handwritten essays are not acceptable.** Essays should be placed in a folder with all draft copies. Do not waste paper on a cover page. On the first page of your essay, put your name, ENG 1A, and the date. Move 3 hard returns down and title your essay and do not underline your title. Start your text another 2 lines down from the title. Final versions of your essays must be accompanied by the draft on which I have commented and must be placed in the folder. **I will not accept revised essays without the draft or a folder.**

Canvas: <http://www.sjsu.edu/at/ed/canvas/index.html>. All course materials will be posted on Canvas: syllabus, resources, journal assignments, handouts etc. Class announcements will also be made through Canvas. Be certain to check Canvas daily.

Email Submissions: Hardcopies of all formal essays are required. I do not print out essays for students. I will accept an email submission as evidence of the assignment’s completion; however, you are still responsible for turning in a hardcopy at the next class meeting when you return. I respond to all email submissions. If you did not get an email response from me within 12 hours, it means I did not receive your email/essay. **Lost**

**email submissions are not a valid excuse for late or missing assignments.** You will still be held responsible.

Lateness: Late essays (revisions and drafts) will not be accepted without penalty unless you have arranged with me **before the due date** to turn the paper in late (one full grade reduction per class). This includes illness. Drafts are required of each major essay assignment. I will not grade an essay unless I have first seen a draft. In addition, I also do not accept late homework assignments. If you miss a class, it is your responsibility to contact me, or a classmate to find out the assignment. **Computer excuses are not acceptable in this class.** Except in extreme cases of illness or emergencies, there will be NO make-up quizzes or exams unless you have arranged other accommodations with me before the exam date.

Extra-Credit: There are no opportunities for extra credit in the course.

### **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 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 at [http://sjsu.edu/provost/services/academic\\_calanders/](http://sjsu.edu/provost/services/academic_calanders/). The Late Drop Policy is available at <http://www.sjsu.edu/aars/policies/latedrops/policies/>. 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 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>, 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 recording 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.” In classes where active participation of students or guests may be on the recording, permission of those students or guests should be obtained as well.
- “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 at <http://www.sjsu.edu/senate/docs.S07-2.pdf> 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. The Student Conduct and Ethical Development website is available at [http://www.sjsu.edu/student\\_conduct/](http://www.sjsu.edu/student_conduct/). Sanctions are at the discretion of the instructor and may include the following: oral reprimand, failure on the evaluation instrument, reduction in course grade, failure in the course, referral for additional administrative sanctions.

### **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 at [http://www.sjsu.edu/president/docs/directives/PD\\_1997-03.pdf](http://www.sjsu.edu/president/docs/directives/PD_1997-03.pdf) requires that students with disabilities requesting accommodations must register with the Accessible Education Center (AEC) at <http://www.sjsu.edu/aec> to establish a record of their disability.

### **Accommodations to Students' Religious Holidays**

San Jose State University shall provide accommodation on any graded class work or activities for students wishing to observe religious holidays when such observances require students to be absent from class. It is the responsibility of the student to inform the instructor, in writing, about such holidays before the add deadline at the beginning of each semester. If such holidays occur before the add deadline, the student must notify the instructor, in writing, at least three days before the date that he/she will be absent. It is the responsibility of the instructor to make every reasonable effort to honor the student request without penalty, and of the student to make up the work missed. See University Policy S14-7 at <http://www.sjsu.edu/senate/docs/S14-7.pdf>.

Additional Information: Please read carefully the following information available at: <http://www.sjsu.edu/english/comp/policy/index.html>

- Course guidelines
- Academic policies (academic integrity, plagiarism, ADA and AEC policies)
- Estimation of Per-Unit Student Workload
- Recording Policies
- Adding and dropping classes

- Accommodation to Students' Religious Holidays

### **Student Technology Resources**

Computer labs for student use are available in the Academic Success Center at <http://www.sjsu.edu/at/asc/> located on the 1<sup>st</sup> floor of Clark Hall and in the Associated Students Lab on the 2<sup>nd</sup> 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, CDE, and audiotape players; sound systems, wireless microphones, projection screens and monitors.

### **SJSU Writing Center (Optional)**

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 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.

