



HIGH POINT UNIVERSITY  
The Premier Life Skills University

## ENGLISH 1103: Writing and Research

Section 23 9:15-10:25 a.m. MWF Smith Library, LEC 2

Dr. Jane Lucas

Office hours and location: MWF noon.-1:00 p.m., Smith Library, main floor

[jlucas2@highpoint.edu](mailto:jlucas2@highpoint.edu)

### Communication

The best way to reach me is through email, [jlucas@highpoint.edu](mailto:jlucas@highpoint.edu). I check my email regularly between 9 a.m. and 5 p.m. on weekdays. If you email me Monday through Friday, I will respond within twenty-four hours.

**Program Description:** In the HPU First-Year Writing Program, we welcome students as writers who want to understand and make an impact on their readers, their communities, and a changing and complex world. To that end, we design opportunities for students to experience themselves in a community of working writers and researchers, to cultivate the dispositions central to learning and life skills, and to make connections between their work in first-year writing and their future possibilities as students, citizens, and professionals.

**Catalog Description:** This course approaches writing as a social practice and a way to cultivate the dispositions necessary for growth. In addition to gaining experience in rhetorical reading, primary research, and multimodal composition, students can expect to learn strategies for finding, evaluating, and using sources for both everyday and academic use.

### Learning Objectives:

1. Engage in recursive processes to develop ideas in writing.
2. Demonstrate rhetorical awareness in writing by reading to understand the way meaning, impact, or intertextuality is constructed.
3. Reflect as a way to understand one's own assumptions, practices, and dispositions, and integrate learning with prior and future contexts. Maps to GE Integration #2: "Adapt and apply new skills, abilities, and methodologies acquired in one situation or discipline to new situations or problems."
4. Practice the flexible research strategies and openness integral to informed citizenship, professional judgment, and academic inquiry.

5. Identify and respond to new writing situations that require awareness of diverse genres, audiences, expectations, and technologies. Maps to GE Communication #1: "Write texts that address audiences in rhetorically appropriate ways."

This course engages students in a semester-long inquiry that has public resonance. Emphases include developing skill in analytical and reflective writing as well as rhetorical awareness of multiple genres and their audiences. Students will also learn strategies for finding, evaluating, and using sources for both everyday and academic use. Four credits. Prerequisite: Placement in English 1103.

### **Textbook**

- Rosenwasser, David and Jill Stephen. *Writing Analytically*, 8th edition. Wadsworth/Cengage, 2019. Bring your book to Monday and Wednesday classes.

Note that different sections of English 1103 require different textbooks. Be sure that the textbook you purchase is *Writing Analytically*, the required textbook for sections 23 and 24.

Since our screen time in class will be limited, all students in sections 23 and 24 of English 1103 are required to have the paperback edition of the textbook, not the electronic edition.

Additional readings will be posted to Blackboard and distributed in class.

### **Additional Required Materials**

- Writer's notebook—bring to *every* class
- Loose leaf paper (for drafts and short in-class assignments)—bring to Monday and Wednesday classes
- Pocket portfolio (for class handouts)—bring to *every* class

### **Additional Technical Requirements**

Assignments posted to Blackboard must be submitted in **Microsoft Word** format. If you do not have MS Word, you can download it for free from the university at <https://myoffice.highpoint.edu>.

As practice in developing your web literacy and writing for a broader online audience, you will maintain a free **WordPress** blog for the class. As soon as possible, create a *free* blog at [wordpress.com](https://wordpress.com). In addition to posting your major assignments to Blackboard, you will post them to your blog. You may also be asked to post comments to your classmates' blogs and to mine, [janelucas.com](https://janelucas.com). The posts that you publish for class will be public. If you would like to create additional posts that are not public, keep them in draft form or choose the private visibility option.

#### 4<sup>th</sup> Credit

This course meets face-to-face for the equivalent of a 3-credit course. However, as a 4-credit course, it is designed to require 8 hours of out-of-class preparation, or 2 per credit hour. This means more out-of-class preparation is expected in ENG 1103, and to earn that 4th-hour credit, students will be required to complete the [Check, Please! Starter Course](#), based on Mike Caulfield's *Web Literacy for Student Fact Checkers*, and create and maintain free [WordPress](#) blogs as platforms for sharing information and knowledge.

#### Major Writing Assignment Requirements

To be eligible to pass the course, all major assignments must be completed. Failure to complete or turn in one of the writing projects will result in an F for the course.

All major assignments (the ones listed below in bold) will be posted both to Blackboard and to your WordPress blog.

#### Grading

<b>Literacy Narrative</b> (400-word minimum)	15%
<b>Analytical Essay</b> (800-word minimum)	15%
<b>Midterm and Final Reflections</b> (500-words minimum each, 1,000 total)	10%
Course Work (in-class exercises, blog activity, etc.)	20%
<b>Final Essay and Annotated Bibliography</b> (1,800-word minimum)	25%
<b>Group Presentation</b>	10%
Final Exam period activity	5%

#### Grading Scale

A+: 100-97	A: 96-93	A-: 92-90
B+: 89-87	B: 86-83	B-: 82-80
C+: 79-77	C: 76-73	C-: 72-70
D+: 69-67	D: 66-63	D-: 62-60
F: 59 and below		

While individual grades are accurate, the overall grade Blackboard displays may not be. For example: The Course Work Grade will be posted at midterm and updated at the end of the course. Please talk to me if you have questions about your grade in the course as what is on Blackboard may not be an accurate representation.

#### Feedback

Giving and receiving feedback helps writers grow, so it will be an integral part of this class. We will routinely talk about what makes writing "good," and I will ask you to think about what you want to accomplish as a writer. You will receive a variety of feedback on different types of writing: informal writing, draft writing, in-class writing, academic writing, etc. from both me and your classmates. Since research shows that prompt feedback is more important to development than extensive feedback, I will not automatically offer extensive individual feedback on drafts for major assignments. If you want to have an

in-depth conversation about your writing-in-progress, email me to schedule an appointment.

### **Plagiarism**

Plagiarism is defined as “representing the words or ideas of someone else as one’s own in any academic exercise.” Thus, all writing you do for this course must be your own and must be exclusively for this course, unless the instructor stipulates differently. Please pay special attention to the quotes, paraphrases, and documentation practices you use in your papers. If you have any questions about plagiarism, please ask your instructor. If you plagiarize, your instructor reserves the right to grant you a failure for the course and your case may be reported.

### **Attendance Policy**

Attendance will be taken daily for advising and recordkeeping purposes. Our program data tells us that failure rates are highest among students who miss 3 classes before midterm. If you are absent, it is your responsibility to find out what you’ve missed.

High Point University recognizes and honors the value of the face-to-face classroom experience for enhancing student engagement and academic outcomes. As such, all students are expected to attend class, except for the following circumstances: 1) illness or quarantine; 2) a family emergency; 3) OARS (Office of Accessibility Resources and Services)-approved online accommodations; 4) other reasons pre-approved by your instructor; or 5) a religious holiday or university-approved trip. For all students, assignments are due at the assigned time. You are responsible for all class material from days you are not in attendance.

Any student who continues to accumulate excessive absences after a warning may be withdrawn.

### **Late Work Policy**

Only major writing assignments will be accepted “late,” and there is a grace period, or window, during which projects will not be penalized. On the calendar, the “due date” refers to when the window opens, and the “hard deadline” refers to when it shuts.

It is crucial to turn in work before the hard deadline. I set aside specific times for responding to student writing and want to return my feedback soon enough to be useful to students as they revise or begin the next assignment. When a student emails me a writing assignment after the window has closed, that work goes to the end of my to-do list, the student is now out of sync with the rest of the class, and a late penalty will be applied. With the grace period, few students turn in work late--but when they do, their learning and final grades always suffer.

### **In-Class Assignments and Exercises Policy**

In-class assignments and exercises may be completed for credit in class only. There are no make-up opportunities. If you are absent on the day that such an in-class assignment is graded, you will not be assigned a grade of F (or zero). Instead, the daily

assignment average will be based on the in-class assignments that you were present to complete.

### **Cell Phones, Tablets, Laptops, and Smart Watches**

The use of these can create significant distractions in an active-learning class such as ours. Turn off and put away your cell phones before entering the classroom, and put away your smart watches as well. Occasionally you will have the opportunity to use your tablet or laptop in class, but often your work will require the sustained focus that working online inhibits. Therefore, unless instructed otherwise, please leave your phones, smart watches, laptops, and tablets stored in your backpack or bag.

### **Remote Access to Class**

A key component of the HPU experience is daily student-to-faculty and peer-to-peer engagements. It is one of the hallmarks of an HPU education that prepares you, our students, to achieve your personal and professional goals. As a result, remote learning is reserved only for select situations.

Unless otherwise noted, face-to-face attendance in classes, laboratories, and studios is required. A student may attend approved classes remotely ONLY if\*:

- (a) They are approved by the Office of Accessibility Resources and Services (OARS);
- (b) They are isolated because they have been diagnosed with COVID-19;
- (c) They are quarantined because they have been identified as a close contact to an individual diagnosed with COVID-19; or
- (d) They are an international student who has received special permission for remote access because they are unable to enter the United States due to COVID-19 restrictions.

### **Expectations for Remote Learning**

To ensure that students accessing classes remotely are successful, all remote students are asked to abide by these guidelines:

- Coordinate with your course instructor about how you will access the class lecture/discussion.
- Be responsible for accessing all class materials and adhering to deadlines.
- Verify that you have sufficient internet access to attend remotely.
- Confirm that you have all the necessary equipment and software for completion of all course requirements.
- Adhere to any other remote access policies put forth by the course instructor.

\* Students may request a short-term exception to the remote learning policy for extenuating circumstances that prevent attending class (e.g., extended illness or injury; university sanctioned travel). Request forms will be available soon. Some courses are not available for long-term remote learning. Please check with Karen Naylor ([knaylor@highpoint.edu](mailto:knaylor@highpoint.edu)) about course availability.

**Student Accommodations**

Students who require classroom accommodations due to a diagnosed disability must submit the appropriate documentation to the Office of Accessibility Resources and Services (OARS), 4<sup>th</sup> Floor Smith Library. Requests for accommodations should be made at the beginning of a course. Accommodations are not retroactive. Contact us at <http://www.highpoint.edu/oars/contacts/>, or call Ms. Dana Bright, Director of OARS, at 336-841-9361, for additional information.

**HPU Commitment to Diversity, Equity, and Inclusion**

The First-Year Writing Program supports student learning and HPU's Commitment to Diversity, Equity, and Inclusion by: providing opportunities to consider a multiplicity of views and perspectives; and cultivating an atmosphere where students, faculty, and staff are treated with respect and dignity in an environment free of discrimination and harassment.

**In Case of Violence or Harassment Based on Sex and Gender**

High Point University is committed to an environment free from bias, discrimination and harassment based on race, color, national origin, sex, disability, religion, age, genetic information, veteran status, gender identity or expression, or sexual orientation. As a professor, one of my responsibilities is to help create a safe learning environment on our campus. I also have a mandatory reporting responsibility related to my role as a professor. It is my goal that you feel able to share information related to your life experiences in classroom discussions, in your written work, and in our one-on-one meetings. I will seek to keep information you share private to the greatest extent possible. However, I am required to share with the Director of Title IX, Kayla Rudisel, information regarding sexual misconduct or information about an incident that may have occurred while at High Point University. Students may speak to someone confidentially by contacting our non-mandatory reporters: HPU Counseling Services (336-888-6352) or the Ministers to the University (336-841-9241). You can also reach the Director of Title IX at [krudisel@highpoint.edu](mailto:krudisel@highpoint.edu) or 336-841-9138.

**Counseling Services**

Students may sometimes experience a range of issues that can cause barriers to learning. These might include strained relationships, anxiety, high levels of stress, substance use concerns, feeling down, or loss of motivation. Counseling Services is here to help year-round with these or other concerns you may experience. These services are covered in your student fees and are confidential. You may reach Counseling Services by calling 336-888-6352 or check out their website at [www.highpoint.edu/counseling](http://www.highpoint.edu/counseling). Office hours are Monday-Friday from 8:30-5:00. Follow them on Instagram (@pantherprevention).

**Library Services**

HPU Librarians provide research and citation assistance to all students in any subject area. During regular semesters, experienced librarians are available at Smith Library (open 24/7) and the WC Learning Commons (open 24/5). You can also call (336-841-9101), email ([reference@highpoint.edu](mailto:reference@highpoint.edu)), text (336-289-9974), or chat with a librarian

online at any time, day or night. For more information about library resources, services or facilities, visit HPU Libraries' website at <http://www.highpoint.edu/library>

### Campus Writing Center

The Writing Center provides writing assistance for students at any level of study—from freshman to graduate – at any stage in the writing process, from invention through revision. Visit <http://www.highpoint.edu/academicservices/writing-center/> to learn more. Go to <https://highpoint.mywconline.com/> to make an appointment. Appointments can only be made through the online portal. Writing Center tutors do not proofread or edit students' papers *for* them, but they do work *with* students to help them develop strategies for improving their writing in light of their respective assignments, instructors, and writing styles. For more information, contact Writing Center Director, Dr. Justin Cook at [jcook3@highpoint.edu](mailto:jcook3@highpoint.edu) or (336) 841-2841.

### Openness as a Habit of Mind

Writing researchers have identified the following eight habits of mind as crucial to success in college: curiosity, openness, engagement, creativity, persistence, responsibility, flexibility, and metacognition. To best define what would best serve students at HPU, the FYW program surveyed all faculty and spring-semester sophomores about gen ed writing assignments and the importance of the eight habits of mind to success in these assignments. Both faculty and sophomore students chose “openness” as the most important habit, with 93% of sophomores selecting it as either “moderately” (33%) or “very important” (60%) to their success in gen ed writing. ENG 1103 classes therefore create opportunities for students to develop openness—the willingness to consider new ways of being and thinking in the world—to best prepare students for their future as writers.

### Course Calendar

The textbook title in **bold** denotes that you should bring your copy of the book to class. Additional reading assignments will be posted on Blackboard. Visit the course Blackboard site and my blog frequently for updates and notes.

<i>Unit I: Introduction to ENG 1103--Literacy Narratives, Blogging, and the Analytical Frame of Mind</i>	
Last day to add a course or change to audit and last day to drop without record: August 27	
Monday, August 22	Introduction to English 1103
Wednesday, August 24	Before today's class: Review the course information in the syllabus and note in your journal any questions that you have about the course. Also complete the Habits of Mind Exercise, Part I, in your writer's notebook/journal. Paper copies of the Habits of Mind Exercise, Part I, will be distributed in class on 8/22 and an additional copy will be posted to Blackboard.
Friday, August 26	Wordplay Day, for class: Review Tips and Tools at <a href="https://scrabble.hasbro.com/en-us/tools">https://scrabble.hasbro.com/en-us/tools</a> .

