

Pensacola State College
English Composition 1 – ENC 1101
Spring 2023
Session: A
Section # D2001 Syllabus

Instructor's name: Angela Crawford

Instructor's email: acrawford@pensacolastate.edu

Office hours and location: Virtual Office Hours by appointment

Class meeting time/location: Wednesday, 6:00-8:40 via Zoom

Credit/contact hours: 3 credit hours, 3 contact hours

Department: English and Communications Department
Pensacola Campus, Building 4, Room 442, 850-484-1400

Department Head: Tracy Peyton, Ed.D.
tpeyton@pensacolastate.edu

Asst. Department Head: Christine O'Donnell
codonnell@pensacolastate.edu

Final Exam Date/Time:

Required Text: Dorothy Seyler, *Read, Reason, Write*, 12th ed., McGraw-Hill Education, 2019, ISBN: 9781265743130

Please note: A reference copy of the textbook is available at any Pensacola State College library.

Required Materials: **Microsoft Office Suite:** Available for free through your Pirate Mail account. Go to <https://www.pensacolastate.edu/piratemail/> to log in. Then click on the app launcher button in the upper left corner to access the cloud-based program.

Last Date of Drop/Add (with refund) January 13, 2023
Last Date for Student Withdrawals (without refund) April 5, 2023

Course Companion Site: The course is offered via Canvas (eLearning) at <https://pensacolastate.instructure.com/>. You will submit your work in Canvas, and between class meetings, we will communicate using our Canvas messaging system.

Course Description and Learning Outcomes: Please refer to the district syllabus for this course.

COURSE REQUIREMENTS

Grades will be calculated as follows:

Grading Scale

90-100	A
88-89	B+
80-87	B
78-79	C+
70-77	C
68-69	D+
60-67	D
Below 60	F

Final Grade Calculation

Essays (4 essays; 1 is timed)	40%
Research Essay	15%
Assignments, Homework	10%
Participation, Attendance	15%
Final Essay in Class	20%

Course Policies:

1. This class will be conducted under the regulations defined in the Pensacola State College Code of Student Conduct in the College Catalog.
2. Since this is a synchronous online course, you can attend class from wherever you deem suitable. Choose a location that is free from distractions so as not to disturb our work together. Please wear proper attire, and do not attend class while driving or operating heavy machinery. In order to ensure there are no distractions, only the student who is enrolled in the class should be present and visible on camera.
3. Regular, punctual attendance is required. Students may withdraw themselves before the withdrawal date (April 5, 2023). After that date, students must be assigned a grade (A, B, C, D, or F). A student who stops attending after the withdrawal date (April 5, 2023) may be assigned an F.
4. Even though this is an online class, you are required to be visible and ready to participate via Zoom throughout the entire session. Not having your camera turned on will result in (1) a warning and (2) removal from that day's class session.
5. Please do not carry on conversations with others at your location while you are attending class. Doing so distracts your classmates (even if you are muted and the other person is out of camera range), not to mention the fact that you are missing important information. Persistent talking while the instructor or another student is speaking will result in (1) a warning and (2) your dismissal from the class session. Students are expected to be respectful of the instructor and of classmates.

6. College policy disallows visitors during class sessions.
7. If you are asked to leave the class session for violating any of the above policies, you will be counted absent from class and will not be allowed to make up work or tests from that day. Please be aware that if necessary, you can be removed from a Zoom session and will not be able to log back into class that day. Before being permitted to return to class, you must meet with the instructor during office hours.
8. **Makeup or late work:**
 - Quizzes:** You MAY NOT make up quizzes you miss due to absence or tardiness. However, I will drop your lowest quiz grade.
 - Homework:** Late homework assignments will not be accepted.
 - In-class writing assignments:** If you miss an in-class writing assignment, you will have one week to make it up, but there will be a 10-point late penalty.
 - Writing assignments:** Writing assignments must be turned in by the due date whether you are in class on that day or not. If you are unable to attend class on the day a paper is due, you may submit your paper electronically as a Word document in Canvas before the class meeting time.

Extra Help:

1. Instructor is available for assistance (see page 1 of syllabus).
2. The Writing Lab offers free tutoring in writing and grammar to all Pensacola State College students on a virtual basis:
<https://pensacolastate.instructure.com/courses/1325752>
3. The Student Support Services Lab is located on the Pensacola Campus, Building 6, Room 620. It provides free tutoring to students who apply to the program and meet eligibility requirements. (850-484-2028)
4. The Student Resource Center for ADA Services office is located on the Pensacola Campus, Building 6, Room 603. It assists students who have any type of special situation that impacts their learning. (850-484-1637)
5. Library home page: <http://library.pensacolastate.edu/>
6. Student HelpDesk for tech support: 850-471-4534
7. Canvas (eLearning) Support Hotline: 855-534-1843

Turnitin: Your writing assignments will be submitted via Turnitin. Some of you might be familiar with this program. Turnitin is used as a plagiarism checker. Although it is often used to identify plagiarism after the fact, I prefer to use Turnitin as a teaching tool. If you submit drafts of your papers BEFORE they are due, you will have the opportunity to revise areas of your paper where you might be unintentionally plagiarizing sources and/or not citing them correctly.

Cheating and Plagiarism Policy: Plagiarism is the use of anyone else's ideas or words without giving proper credit. Cheating includes, among other things, copying someone else's work, turning in work done by someone else, or turning in work that has been submitted in another class by you or anyone else. The consequences of either plagiarism or cheating are an automatic zero (0) on the work in question and possible failure of the course or discipline

by the college. Please refer to the College Catalog for the college policy regarding cheating and plagiarism.

Maximum Attempts: Any student still on the official class roll after the drop period will be counted as having attempted the course whether or not he or she finishes the class. The third attempt to take a college course will cost three (3) times the cost of the first two (2) attempts.

Student Perception Surveys – Evaluation Kit: During the term, you will receive a notification in PirateMail with a link to EvaluationKit, the online evaluation system used by Pensacola State College. Please take advantage of this opportunity to provide anonymous feedback to your instructors about their courses. Your opinions are valuable, and your evaluations enable instructors to assess their teaching style and help them decide what changes to consider in curriculum, textbooks, or assignments.