Appendix A

#### University of Toledo

##### Syllabus for Composition I (ENGL 1110)

Contact Information:

Instructor's Name:

Office: Office Hours: Office Phone: 530-

E-mail address:

**General Education Statement**:

This course fulfills a General Education and Core Curriculum requirement at the University of Toledo.

**Course Prerequisite:**

ENGL 1110 is a mainstreamed course; all students are required to register for and complete this course before attempting a Composition II course.

**Course Description*:***

Students spend the semester engaging in multiple writing tasks associated with their lives in various communities. The class focus will be on responding effectively to texts, situations, and ongoing public arguments. The class will also participate in fulfilling the mission of a major research university—contributing new knowledge that our democracy can use to better the lives of its citizens.

**Course Requirements**:

Students will produce a minimum of 5,000 words in final draft form over the course of the semester. This will mean roughly 18 to 20 finished pages. At least one paper will be a documented essay using MLA format and incorporating a number of sources with a sustained discussion that results in a paper of at least 5 pages.

##### Composition I Learning Outcomes

Students who successfully complete ENGL 1110 will be able to:

* Establish a purpose and create a thesis in their own writing and be able to identify purpose and thesis in the writing of others;
* Demonstrate the knowledge of how genres influence reading and writing by producing writing in multiple genres and by incorporating various tools of arrangement, including the successful use of organizational patterns, transitional and topic sentences, and audience awareness;
* Develop arguments and perspectives through the successful incorporation of research, examples, details, rhetorical appeals, and counter-arguments;
* Demonstrate effective revision skills (global revision, editing, and proofreading) that leads to clear, concise and error-free prose*;*
* Develop critical reading skills, including the ability to locate rhetorical features in a text, identify the audience for a given text, and identify strengths and weaknesses in an author’s arguments and reasoning;
* Locate credible scholarly sources, evaluate the reliability of those sources, and effectively use those sources within a text, including the ability to cite sources in-text and develop a works cited page*;*
* Use electronic environments for the drafting, reviewing, revising, editing, and submitting of texts*;* and
* Demonstrate the ability to critique their own and peers’ writing by understanding the collaborative and social aspects of the writing process.

**Texts: Subject to change! The instructor of your section will provide you with a list of required materials.**

**Attendance (Also see the attached University of Toledo Missed Class Policy)***:*

Students’ active participation in this writing class will help them to achieve the goals of this course and accomplish personal academic goals. Therefore, regular attendance and informed and active participation are expected. Students will be writing in this class frequently and in-class writing activities may not be made up outside of class unless the student has an excused absence. Missing these assignments may lower class evaluation and course grades.

In the event that a student must miss class, it is that student’s responsibility are to notify the instructor by voice mail or in writing. It is also the student’s responsibility to find out what was missed and to complete all work.

**Late Work***:*

Assignments are due on the day specified. Late work will be subject to a lowered grade although the penalty may be waived if the instructor determines that the absence was an excused absence.

**Plagiarism***:*

Representing the work of another as one’s own, whether through direct copying, unattributed paraphrasing, or inadequate citation practices constitutes plagiarism. If a student does not know how to give credit where credit is due—and that is a legitimate concern—see your course instructor and review the process. A paper that is plagiarized in whole or in part may receive an NC, the student producing it may receive a final grade of NC, and the paper may be turned over to the administrative supervisors to determine further action. Plagiarism is grounds for dismissal from the University.

**Submission of Work:**

It is expected that all student work submitted for a grade will be typed in a standard 12-point font, double spaced, and with one-inch margins.

**Evaluation**:

Student writing this semester will be evaluated primarily for its rhetorical effectiveness. Does it adequately consider the audience to whom it is addressed? Is it convincing, captivating, inventive? It will also be evaluated for classroom values that demonstrate the student’s preparation for the tasks at hand, participation in class conversation and collaboration, and engagement in the common texts and tasks. A third measure will be made of the academic value of the text. Does it speak, when it is supposed to, to an audience of scholars? Does it contribute to the production and dissemination of new knowledge?

**Grading:**

In order to pass this course, the final grade must be a C or above. Grades below a C are recorded as No Credit (NC). Although an NC will not affect a student’s GPA, Composition I will have to be repeated until a grade of C or better is achieved. A student earning an NC in Composition I With Workshop should not repeat Composition I With Workshop but instead should enroll in Composition I.

For more information on ENGL 1110 and Composition Program:

<http://www.utoledo.edu/llss/english/programs/composition/index.html>

* Click on Faculty Resources to access:
  + Faculty Handbook
  + UT Call to Write Handbook