

	Department of Literature, Journalism, Writing & Languages Writing 1010 (8) Four College Credits
Fall 2020	

Meeting days: MWF	Instructor title and name: Professor Kara deFreitas
Meeting times: 12:15PM- 1:20PM (Section 8) PST 2:45PM-3:50PM(Section 12) PST	Phone: 619-675-1460
Meeting location:	Email: KaradeFreitas@pointloma.edu
Final Exam: Wednesday of Final week : 1:30-4:00 PST	Office location and hours: TBA
Additional info:	Additional info:

PLNU Mission

To Teach ~ To Shape ~ To Send

Point Loma Nazarene University exists to provide higher education in a vital Christian community where minds are engaged and challenged, character is modeled and formed, and service is an expression of faith. Being of Wesleyan heritage, we strive to be a learning community where grace is foundational, truth is pursued, and holiness is a way of life.

COURSE DESCRIPTION

The study of writing as a process incorporating the principles of sentence, paragraph and essay composition with an emphasis on critical thinking. Introductory practice in library-based research and writing. Use of computers in composing and research processes.

This course is one of the components of the General Education Program. By including this course in a common educational experience for undergraduates, the faculty supports the pursuit

of personal awareness and skill development, focusing on analytical, communication and quantitative skills necessary for successful living in modern society.

COURSE LEARNING OUTCOMES

This course focuses on writing as a skill and a process; that is, like learning to ride a bike or play tennis, progress is achieved through practice. Writing improves through time, patience, rewriting, editing and studying the skills of other writers. As a class, we will study professional writers' work and learn together what is effective and successful about those pieces. Students in this course will practice developing, organizing, editing, and revising various types of skills in critical thinking, active reading and competent writing, and will understand the importance of personal and academic competency.

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

1. Apply the conventions of the English language and creative skills in various forms of academic writing genres.
2. Demonstrate knowledge of stages of the writing process in academic writing: planning, drafting, organizing, composing, revising, and editing.
3. Evaluate and utilize rhetorical modes of organization in written compositions: narrative and argument specifically.
4. Demonstrate knowledge of and apply documentation formats to properly cite research in written compositions.
5. Critically analyze writing to determine point of view, tone, purpose, audience, and theme to enable reflection and response in written compositions.
6. Evaluate and examine differing perspectives; evaluate and locate the points of argument and the strengths and weaknesses of the argument.

REQUIRED TEXTS AND RECOMMENDED STUDY RESOURCES

1. Andrea Lunsford. "The St. Martin's Handbook." 8th edition.
2. McQuade and Atwan. "The Writer's Presence." 7th edition (find used).

COURSE CREDIT HOUR INFORMATION

Distribution of Student Learning Hours	
Category	Time Expectation in Hours
Online Participation in Discussions, Groups, etc.	2hrs/wk
Reading Assignments	6hrs/wk
Written Assignments	6hrs/wk
Other Assignments & Learning Activities	1hr/wk

Distribution of Student Learning Hours	
Category	Time Expectation in Hours
Quizzes, Surveys	1hr/wk
Total Hours	16hrs/wk

ASSESSMENT AND GRADING

Student grades will be posted in the Canvas grade book no later than midnight on Tuesday of each week beginning in Week Two of this course. It is important to read the comments posted in the grade book as these comments are intended to help students improve their work. Final grades will be posted within one week of the end of the class. Grades will be based on the following:

Assignment distribution by percentage:
<ul style="list-style-type: none"> • Essays: 40% • Mini-essays, homework and participation: 15% • Midterm: 10% • Final Research Project: 20% • Final Exam: 15%

Standard Grade Scale Based on Percentages				
A	B	C	D	F
A 93-100	B+ 87-89	C+ 77-79	D+ 67-69	F Less than 59
A- 90-92	B 83-86	C 73-76	D 63-66	
	B- 80-82	C- 70-72	D- 60-62	

STATE AUTHORIZATION

State authorization is a formal determination by a state that Point Loma Nazarene University is approved to conduct activities regulated by that state. In certain states outside California, Point Loma Nazarene University is not authorized to enroll online (distance education) students. If a student moves to another state after admission to the program and/or enrollment in an online course, continuation within the program and/or course will depend on whether Point Loma Nazarene University is authorized to offer distance education courses in that state. It is the student's responsibility to notify the institution of any change in his or her physical

location. Refer to the map on [State Authorization](#) to view which states allow online (distance education) outside of California.

INCOMPLETES AND LATE ASSIGNMENTS

All assignments are to be submitted/turned in by the beginning of the class session when they are due—including assignments posted in Canvas. Incompletes will only be assigned in extremely unusual circumstances.

FINAL EXAMINATION POLICY

Successful completion of this class requires taking the final examination **on its scheduled day**. The final examination schedule is posted on the [Class Schedules](#) site. No requests for early examinations or alternative days will be approved.

PLNU COPYRIGHT POLICY

Point Loma Nazarene University, as a non-profit educational institution, is entitled by law to use materials protected by the US Copyright Act for classroom education. Any use of those materials outside the class may violate the law.

PLNU ACADEMIC HONESTY POLICY

Students should demonstrate academic honesty by doing original work and by giving appropriate credit to the ideas of others. Academic dishonesty is the act of presenting information, ideas, and/or concepts as one's own when in reality they are the results of another person's creativity and effort. A faculty member who believes a situation involving academic dishonesty has been detected may assign a failing grade for that assignment or examination, or, depending on the seriousness of the offense, for the course. Faculty should follow and students may appeal using the procedure in the university Catalog. See [Academic Policies](#) for definitions of kinds of academic dishonesty and for further policy information.

PLNU ACADEMIC ACCOMMODATIONS POLICY

While all students are expected to meet the minimum standards for completion of this course as established by the instructor, students with disabilities may require academic adjustments, modifications or auxiliary aids/services. At Point Loma Nazarene University (PLNU), these students are requested to register with the Disability Resource Center (DRC), located in the Bond Academic Center. (DRC@pointloma.edu or 619-849-2486). The DRC's policies and procedures for assisting such students in the development of an appropriate academic adjustment plan (AP) allows PLNU to comply with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. Section 504 (a) prohibits discrimination against students with special needs and guarantees all qualified students equal access to and benefits of PLNU programs and activities. After the student files the required documentation, the DRC, in conjunction with the student, will develop an AP to meet that student's specific learning needs. The DRC will

thereafter email the student's AP to all faculty who teach courses in which the student is enrolled each semester. The AP must be implemented in all such courses.

If students do not wish to avail themselves of some or all of the elements of their AP in a particular course, it is the responsibility of those students to notify their professor in that course. PLNU highly recommends that DRC students speak with their professors during the first two weeks of each semester about the applicability of their AP in that particular course and/or if they do not desire to take advantage of some or all of the elements of their AP in that course.

PLNU ATTENDANCE AND PARTICIPATION POLICY

Face-to-Face Format

Regular and punctual attendance at all classes is considered essential to optimum academic achievement. If the student is absent from more than 10 percent of class meetings, the faculty member can file a written report which may result in de-enrollment. If the absences exceed 20 percent, the student may be de-enrolled without notice until the university drop date or, after that date, receive the appropriate grade for their work and participation. See [Academic Policies](#) in the Undergraduate Academic Catalog.

Hybrid Format

At Point Loma Nazarene University, attendance is required at all scheduled classes. Adult Degree Completion courses are taught in the hybrid format, which means some class meetings will be face-to-face and some will be online.

Attendance in the face-to-face classes is to be for the entire time of the class. Arriving late or leaving early will be considered a partial absence. A day of attendance in an online class is determined as contributing a substantive note, assignment, discussion, or submission that adds value to the course as determined by the instructor. Three days of attendance are required each week. (It may be any three days during the week.)

Face-to-face Portion of the Hybrid course

In blended or hybrid courses, if a student misses one face-to-face class then the faculty member will send an email to the student and the Director of Student Success warning of attendance jeopardy. There are no exceptions to this policy.

If a student misses two face-to-face classes, the faculty member or Vice Provost for Academic Administration (VPAA) will initiate the student's de-enrollment from the course without further advanced notice to the student. If the date of de-enrollment is past the last date to withdraw from a class, the student will be assigned a grade of "F" and there will be no refund of tuition for that course.

Online Portion of the Hybrid Course

If a student misses two online classes (fails to contribute to a discussion board) during the course, then the faculty member will send an email to the student and the Director of Student Success warning of attendance jeopardy. There are no exceptions to this policy.

If a student misses three online classes (fails to contribute to a discussion board by the due date) during the course, then the faculty member or Vice Provost for Academic Administration (VPAA) will initiate the student's de-enrollment from the course without further advanced notice to the student. If the date of de-enrollment is past the last date to withdraw from a class, the student will be assigned a grade of "F" and there will be no refund of tuition for that course.

1 missed F2F class = warning

2 missed F2F classes = de-enrollment

2 missed online classes = warning

3 missed online classes = de-enrollment

Online Format

Students taking online courses are expected to attend each week of the course. Attendance is defined as participating in an academic activity within the online classroom which includes posting in a graded activity in the course. (Note: Logging into the course does not qualify as participation and will not be counted as meeting the attendance requirement.)

Students who do not attend at least once in any 3 consecutive days will be issued an attendance warning. Students who do not attend at least once in any 7 consecutive days will be dropped from the course retroactive to the last date of recorded attendance.

THE WRITER'S STUDIO

The Writer's Studio is available to those students whose diagnostic essay indicate that they need the additional one-on-one time that a trained student tutor can provide. Students who qualify for the Writer's Studio are registered for Wri 097 and attend weekly tutorials in support of this class. Students who do not complete the required ten tutorials by the deadline of two weeks before finals will not be assigned a grade for Writing 1010.

PUBLIC DISCOURSE

Much of the work that we will do in class is cooperative, by nature of the class discussions and general feedback given to written work and projects; thus, you should think of all of your writing and speaking for and in class as public, not private, discourse. By continuing in this class, you acknowledge that your work will be viewed by others.

METHODS OF INSTRUCTION

This class is interactive and activity and discussion-based. You will need to come to class prepared to talk and write about course readings and contribute to and lead discussions, small group activities, and peer reviews. Students who attend regularly, stay engaged in class activities, and keep up with assigned reading and writing will succeed in this class.

DESCRIPTION OF REQUIREMENTS:

Formal Essays: You will write four formal essays throughout the semester, three of which you will draft, edit, and revise at home and during class peer editing workshops. These essays should be four pages, double spaced, and MLA style (we will talk about this). You will be expected to bring to class a well-executed draft for editing workshops. The fourth essay (the midterm), will be written during class. This essay count does not include the diagnostic write or the final exam.

Reading Assignments: In the class schedule, you will be assigned to read various essays by twentieth century writer. At the end of each reading, you will answer questions in response to the essay; expect to write three well-developed paragraphs to respond well to these questions. You may hand write or type your responses, and all are due at the beginning of the class period for which they are assigned. Also, come to class familiar with the assigned essay, prepared to discuss it and at times be quizzed on it.

Midterm and Final Exam

MLA Style Research Paper: The culminating project of the semester will be a 15 page, fully-documented research paper.

Friday "Mini-Essays and Journals, participation and attendance.

SPIRITUAL CARE

Please be aware PLNU strives to be a place where you grow as whole persons. To this end, we provide resources for our students to encounter God and grow in their Christian faith.

If students have questions, a desire to meet with the chaplain or have prayer requests you can contact the [Office of Spiritual Development](#)

USE OF TECHNOLOGY

In order to be successful in the online environment, you'll need to meet the minimum technology and system requirements; please refer to the [Technology and System Requirements](#) information.

Problems with technology do not relieve you of the responsibility of participating, turning in your assignments, or completing your classwork.