UCO COURSE CATALOG DESCRIPTION:
ENG 1213—English Composition & Research. The primary purpose of this course is to help students write clear, concise, and coherent academic prose in both expository and persuasive modes. The major emphasis of the course will be in improving research and investigative skills.

COURSE OBJECTIVES
Students will gain and develop critical, argumentative, research, writing, and thinking skills to prepare them for the academic disciplines they will encounter in the course of their university careers. Students will complete short writing projects as well as a major research paper. This course will include continued and advanced attention to composition skills as well as grammar and mechanics.

COURSE REQUIREMENTS
English 1213 is designed to be primarily a “workshop” class where students will work individually on writing assignments as well as participate in class discussions and collaborative work online.

TEXTBOOK and COMMUNICATIONS:
Required Textbook:

Other readings will be provided by the instructor.

Email: *All email communication must take place through the D2L course site.* Also, I may need to communicate through email with the entire class or with individual students, and I will be sending those emails through D2L. Please regularly check your D2L email. My correspondence with you may include a deadline for a reply or action on your part, and it is the student’s responsibility to respond in a timely manner.
UCOnnect and D2L are separate entities. Sometimes an email that is sent through D2L will show up in UCOnnect; if this happens, do not reply through UCOnnect...you must reply through D2L. If you reply through UCOnnect, the email will not reach its intended destination—the message will be lost in cyberspace.

Communications: Email is the best way to communicate with the instructor. Typically, I will respond to emails within 24 to 36 hours during the weekdays. Also, I will always acknowledge receiving your email. If you send an email and do not receive a response, then your email was not received.

[If you have a question related to an assignment, please communicate your inquiry allowing a reasonable amount of time prior to the assignment deadline to receive a response. If you ask a question an hour before an assignment is due, it is not likely that you will receive a response in time for the deadline. Students are responsible for submitting assignments on time. Not submitting an assignment because you did not yet receive an answer to your question is not an acceptable way to approach the situation.]

TRANSFORMATIVE LEARNING OUTCOMES

Transformative learning is a holistic process that places students at the center of their own active and reflective learning experiences. All students at the University of Central Oklahoma will have transformative learning experiences in six core areas: discipline knowledge, leadership, research, creative and scholarly activities, service learning and civic engagement, global and cultural competencies, and health and wellness.

This course supports the following tenets of transformative learning:

- DISCIPLINE KNOWLEDGE—STUDENTS EXPLORE, DISCUSS, AND PRACTICE THE TECHNIQUES, CONVENTIONS, AND PROCESSES THAT PRODUCE RESEARCH-ED WRITTEN ARGUMENTS.

- LEADERSHIP—STUDENTS LEARN HOW TO PRESENT CLAIMS AND EVIDENCE FAIRLY AND CIVILLY, TO CONSIDER THOROUGHLY AND RESPOND ETHICALLY TO COUNTEREVIDENCE AND COUNTERARGUMENTS, AND TO DEVELOP A CLEAR, WELL-INFORMED STANCE ABOUT ONGOING ISSUES OR PROBLEMS.

- GLOBAL AND CULTURAL COMPETENCY—STUDENTS READ AND WRITE ARGUMENTS ABOUT GLOBAL AND CULTURAL ISSUES AND DIRECT WRITING TO DIVERSE AUDIENCES.

- PROBLEM SOLVING (RESEARCH, SCHOLARLY, AND CREATIVE ACTIVITIES)—STUDENTS LEARN TO ANALYZE COMPLEX ARGUMENTS, TO PRODUCE ARGUMENTS INFORMED BY CAREFUL RESEARCH, AND TO DOCUMENT SOURCES FOLLOWING ACADEMIC CONVENTIONS.

- SERVICE LEARNING AND CIVIC ENGAGEMENT— IN SERVICE LEARNING SECTIONS, STUDENTS RESEARCH AND WRITE ABOUT A SIGNIFICANT SERVICE LEARNING EXPERIENCE; IN OTHER SECTIONS, STUDENTS LEARN HOW THE PUBLIC USE OF ARGUMENT HAS THE POTENTIAL TO AFFECT AN AUDIENCE AND TO EFFECT A CHANGE IN THEIR COMMUNITIES.

- HEALTH AND WELLNESS—STUDENTS READ ARGUMENTS ABOUT, WRITE ARGUMENTS ABOUT, AND DISCUSS THOSE INTELLECTUAL, EMOTIONAL, AND SPIRITUAL ISSUES THAT GIVE HUMAN EXISTENCE VITALITY AND MEANING.
COURSE OBJECTIVES

Students taking ENG 1213 will review and build upon the objectives of ENG 1113 and learn the following:

- The conventions of academic arguments
- Various types of academic arguments
- How to support claims with evidence
- What counts as evidence in differing situations
- How to shape written arguments for particular audiences
- How to conduct basic source-based research
- How to integrate research material into an academic paper
- How to evaluate the evidence and claims of other writers
- How to document source material using MLA style

ASSIGNMENTS (Essays, Research Paper, Journal Assignments and Discussion Posts)

**All writing and editing that you submit for this course must be entirely your own. Do NOT have any other person edit your work prior to turning it in. It is important that the writing you submit is solely your own so that your particular learning needs can be assessed.**

**A significant amount of your writing will be viewed, responded to, and reviewed by classmates, including essays, discussion posts, and the research project.**

- **Essays** Each student will write three major essays with assigned due dates. Relevant preliminary and draft work as assigned by the instructor must be submitted for each essay according to the due date timelines for each writing assignment. Participation in revision and editing sessions with classmates is required for full credit for each essay. For essays requiring outside sources, certain types of sources (i.e., Wikipedia) will not be allowed to be used. The instructor will provide specific guidelines for the use of sources for each assignment. Using unauthorized sources will result in a grade of “F” for the assignment. *All essays must be completed in order to pass the course. Not completing one or more of the essays will result in a grade of “F” for the course.*

**Incomplete essays will not be graded; a grade of “F” will be assigned. An essay that does not fulfill the page requirement for the assignment is considered incomplete and will receive a grade of “F.” So, if the page requirement for an assignment is 3.5-4 pages, submitting a paper that is only 3 pages is incomplete...be sure to meet the full page requirement.**

All final drafts must be typed and double-spaced using a standard 12-point font (preferably “times new roman” or “arial”). A one-inch margin is required around the borders. Do not include a cover page.

**Essays must be submitted by 11:59 p.m. on the day they are due.** Failure to submit an assignment to the essay submission link by the designated deadline will result in a grade deduction of one letter grade per day that it is late. If a paper is not submitted to the link, the paper will not be graded, resulting in a grade of F for the assignment. Essays will not be accepted via email.

- **Research Project** Each student will gain skills in the research of an international topic of his or her choice, based upon instructor guidelines and approval. The experience will familiarize you with the conventions of scholarly writing and allow you to become familiar with the library through the “learn by doing” method. Other elements of the research project include how to organize a large body of material, discriminate between useful and not useful research sources, summarize the gist of wordy material, conceive of a research project from the start, manage it through its intermediary stages, and assemble the information discovered into a useful, coherent paper. The research project includes
the following elements: topic approval, working bibliography, rough draft review, and final research paper.

Failure to complete any of the assigned components of the research project will result in a deduction from the research project grade.

- **Journal Assignments and Discussion Posts**: These include threaded discussions, class blog posts, and individual journal posts. Most posts will be part of a “discussion” by the entire class, though some posts may be submitted for instructor view only. Each student will contribute his or her responses to various assignment questions as well as responding to classmate’s postings. Each discussion assignment will have a specific focus and specific length requirement. Students must fulfill each specific assignment requirement (i.e., type of response, length) in order to receive credit. Incomplete or irrelevant posts will not be given credit. Specific instructions will be provided for each discussion post assignment.

*ALL JOURNAL ASSIGNMENTS (aka “JA”) AND DISCUSSION ASSIGNMENTS (aka ‘DB’) MUST BE COMPLETED IN ORDER TO PASS THE COURSE.*

The discussion board is the core “conversation” in the course. It is the place where you contribute to the understanding and development of ideas for the topics of focus and interact with others in the course. The discussion board is designed to help students gain a deeper and broader understanding of the issues at hand and to generate ideas that will be integrated into the formal essays.

*No skips or misses will be granted for JAs or DBs.

**LATE WORK POLICY**

*ALL ESSAYS AND THE RESEARCH PAPER MUST BE TURNED IN BY 11:59 P.M. ON THE DESIGNATED DUE DATES.* Because all clocks are not in sync, it is best not to wait until 11:58 p.m. to attempt to submit your paper... your clock and the clock for the submission link may differ, resulting in you not being able to submit your paper. Also, the submission link “locks” at 11:59 p.m., and papers cannot be submitted once the link locks. So, to save yourself some trouble, take care of business early!

*For each day that an essay is late, one letter grade will be deducted from the essay grade. For example, if an essay is turned in two days late, two letter grades will be deducted.*

*NO LATE RESEARCH PAPERS WILL BE ACCEPTED.*

*NO ASSIGNMENT WILL BE ACCEPTED VIA EMAIL.*

*ALL DISCUSSION POSTS AND JOURNAL ASSIGNMENTS MUST BE POSTED BY THE DESIGNATED DUE DATES & TIMES.*
TIME AWAY
If you know you will be away from the course for a significant amount of time due to travel or a significant event, you must notify the instructor PRIOR to the time period in order to be able to complete work that is due during the period you will be gone. Please allow yourself a reasonable amount of time prior to the time away to contact the instructor and to complete course assignments. No accommodations will be made after the fact.

GRADING
Your final grade for the course will be determined according to your performance of the requirements listed above. Each assignment counts toward a percentage of your grade. The percentage breakdown is as follows:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Percentage</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Essays (3)</td>
<td>60%</td>
<td>(20% each essay)</td>
</tr>
<tr>
<td>Research Project</td>
<td>40%</td>
<td></td>
</tr>
<tr>
<td>Discussion Posts</td>
<td>All or nothing (no “skips”). Credit=OK. No credit=NC.</td>
<td></td>
</tr>
<tr>
<td>Journal Assignments</td>
<td>All or nothing (no “skips”). Credit=OK. No credit=NC.</td>
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Grading Scale: A B C D F (Zero)

Letter grades (i.e., A, or C, etc.) are assigned for the essay and research paper grades rather than a numerical score (i.e., 95 or 75). Grades may include a (+) or (-) to indicate strength of grade. ALL ESSAYS, THE RESEARCH PAPER, AND ALL JOURNAL ASSIGNMENTS AND DISCUSSION POSTS MUST BE COMPLETED IN ORDER TO PASS THE COURSE. IF YOU DO NOT COMPLETE ONE OR MORE OF THE ESSAYS, THE RESEARCH PAPER, OR ALL JOURNAL ASSIGNMENTS AND DISCUSSION POSTS, YOU WILL NOT PASS THE COURSE. No assignments may be skipped.

TENTATIVE DUE DATES:

Weekly assignments including discussion posts and journal assignments will generally be due on Mondays and Thursdays. Formal essays and the Research Project are tentatively scheduled to be due on Mondays (2 assignments) and Fridays (2 assignments).

Essay #1: Monday, September 24, by 11:59 p.m.
Essay #2: Monday, October 22, by 11:59 p.m.
Research Project: Friday, November 30, by 11:59 p.m.
Final Brief Essay #3: Friday, December 7, by 11:59 p.m.

*Noted due dates are tentative and are subject to change with prior notice from the instructor.

ATTENDANCE
Your participation in the discussion posts and your completion of the major writing assignments (essays, research project, journal assignments) signifies your “attendance” in the course. Students who stay on track with the coursework and who attentively engage with the challenges of the class have a higher success rate than those who simply try to “get through” the class with the least amount of involvement. The course is designed so that you must be significantly involved in order to pass. If you intelligently engage with the “process” of the course, step-by-step, you will likely find it challenging, but very doable, and you will take away the learning (and the grade!) that will help you to be successful in your college course work in the future.

**There are weekly deadlines for coursework; all students must submit work according the scheduled due dates. This is NOT a correspondence course; you may NOT complete work according to a random schedule.**
PLAGIARISM—Don't Do It! If you are not doing your own work, in addition to it being an ethical issue, you are also wasting your time as well as the instructor's time!

Plagiarism is a form of academic dishonesty in which a student presents the words or ideas of another author in a way that intentionally misleads a reader to believe that the words or ideas were the student's. Instructors have numerous options for dealing with confirmed cases of plagiarism, ranging from asking students to repeat an assignment to failure of the course and other severe university sanctions. The procedures for dealing with confirmed cases of academic dishonesty are located in the Student Code of Conduct, section IV.D.4.

All writing that students submit for this course must be entirely their own or properly footnoted. If it is not, the student is guilty of plagiarism, which is not tolerated at UCO. There are two major types of plagiarism:

1. Word-for-word copying, without acknowledgment, of the language of another writer. Having another person write or dictate all or part of one's composition is plagiarism of this kind and is clearly forbidden. In addition, the student should copy no printed passage, no matter how brief, without acknowledging its source and either placing it in quotation marks or setting it aside as a block quotation. This applies to even the briefest of phrases if it is truly distinctive.

2. The unacknowledged paraphrasing of an author's ideas. The student should no more take credit for another person's thoughts than for another person's words. Any distinctly original idea taken from another writer should be credited to its author. If the student is not sure whether or not an author's idea is distinctive, he or she should assume that it is; no fault attaches to over-acknowledgement, but under-acknowledgment is plagiarism.

Because of the serious nature of plagiarism, a case involving plagiarism or academic dishonesty is usually referred to the Discipline Committee, which can recommend that the student, if found guilty, be dismissed from the University. At the very least, the student will receive an automatic grade of "F" for the course.

Other types of academic dishonesty include, but are not limited to, unauthorized collaboration on out-of-class projects, cheating on in-class exams, unauthorized advanced access to an exam, fraudulent alterations of academic materials, or knowing cooperation with another person in an academically dishonest undertaking.

TURNITIN.COM—UCO subscribes to the Turnitin.com plagiarism prevention service. Students agree that by taking this course, all required assignments may be subject to submission to textual similarity review to Turnitin.com for the detection of plagiarism. All submitted assignments will be included as source documents in the Turnitin.com restricted access reference database for the purpose of detecting plagiarism of such assignments. Use of the Turnitin.com service is subject to the Terms and Conditions of Use posted on the Turnitin.com website. Turnitin.com is just one of various plagiarism prevention tools and methods which may be utilized by your faculty instructor during the terms of the semesters. In the UCO Student Handbook, there is a process for contesting any plagiarism allegations against you.

SPECIAL ACCOMMODATIONS
The University of Central Oklahoma complies with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Students with disabilities who need special accommodations must contact the coordinator of Disability Support Services in room 309 of the Nigh University Center, (405) 974-2516.

cont
**STUDENT INTENTIONS**

Your education is a privilege. You are investing a significant amount of time and money to further your knowledge and skills. Expect the best from yourself and make the most of the experiences and opportunities around you!

*All content in this syllabus is subject to change or revision by the instructor with advanced notice to the students.*

See UCO Syllabus Addendum Link:
UCO Student Information Sheet and Syllabus Attachment, Fall 2012.