



Virtual Campus
School of Languages and Literature

UNIVERSITY MISSION STATEMENT

Wayland Baptist University exists to educate students in an academically challenging, learning-focused and distinctively Christian environment for professional success and service to God and humankind.

COURSE NUMBER & NAME:

ENGL 1301.VC03 – Composition and Rhetoric

TERM:

Spring I VC 2021

INSTRUCTOR:

Professor Ashley Hardage Edlin

CONTACT INFORMATION:

Office phone: (806) 291-1103 (I do not check voicemail outside of office hours)

WBU Email: edlina@wbu.edu (e-mail is the best way to reach me)

OFFICE HOURS, BUILDING & LOCATION:

Online, various times and by appointment. E-mail is the best way to reach me, but I am happy to schedule Blackboard Collaborate meetings or Zoom meetings at a convenient time.

COURSE MEETING TIME & LOCATION:

WBU's Virtual Campus: [WBU Blackboard](#)

CATALOG DESCRIPTION:

Principles of clear, correct, effective expository writing, with illustrative readings and frequent essays and conferences.

PREREQUISITE:

Advanced standing

REQUIRED TEXTBOOK AND RESOURCE MATERIAL:

Bullock, Goggin, and Weinberg. The Norton Field Guide to Writing, Fifth Edition with Handbook. (NOTE) This course uses Inclusive Access, which means an electronic copy of the textbook and other supplemental materials are billed for the course as part of your tuition and fees for a **reduced** price. The textbook will be available to you beginning on the first day of class. The bookstore will send additional information about Inclusive Access and opting out during the first week of class.

Wayland Baptist University has partnered with VitalSource to bring Inclusive Access, which is a digital copy of the required textbook available on Blackboard day one of class. The prices are very competitive with the market and in most cases below standard cost. Once you access the textbook, you will be asked if you would like to opt-out. If you choose **NOT to use** this version, you **MUST opt-out** or you will be charged and refunds are not available. The price of the textbook will be billed to your student account. To check the price of the textbook, please locate your required course material at [The Wayland Bookstore](#).

In addition to the textbook, you will also need access to Blackboard and WBU e-mail; access to a computer with internet are also required for successful completion of the course; a jump drive or some other form of external or cloud-based storage.

COURSE OUTCOMES AND COMPETENCIES:

Upon the conclusion of this course, students actively engaged in learning will be able to:

1. Apply standard rules and conventions of the English language to written expressions.
2. Summarize the steps and components of the writing process.
3. Compose academic, nonfiction essays or responses in different rhetorical modes or styles.
4. Demonstrate basic college-level research skills.
5. Employ active reading strategies.

The more the student puts into the course, the higher his or her outcome competencies will be.

ATTENDANCE REQUIREMENTS:

As stated in the Wayland Catalog, students enrolled at one of the University's external campuses should make every effort to attend all class meetings. All absences must be explained to the instructor, who will then determine whether the omitted work may be made up. When a student reaches that number of absences considered by the instructor to be excessive, the instructor will so advise the student and file an unsatisfactory progress report with the campus executive director. Any student who misses 25 percent or more of the regularly scheduled class meetings may receive a grade of F in the course. Additional attendance policies for each course, as defined by the instructor in the course syllabus, are considered a part of the University's attendance policy.

****Because this is an online course and because we will not regularly meet synchronously, your attendance for the course is largely dependent on your contribution to the discussion board's topics and other participation grades. In keeping with the on-site attendance policy, failure to provide a full response for at least 75% of the discussion topics will result in an F for the course.****

STATEMENT ON PLAGIARISM & ACADEMIC DISHONESTY:

Wayland Baptist University observes a zero tolerance policy regarding academic dishonesty. Per university policy as described in the academic catalog, all cases of academic dishonesty will be reported and second offenses will result in suspension from the university.

You are expected to submit original work in this class. This means the work you submit for this class cannot be from another course. Further, plagiarism in this course will not be tolerated. Plagiarism is constituted as stealing words or ideas from another source and passing them as your own. Since this class specifically focuses on research, you should be especially conscious of attributing your sources. Students who plagiarize or recycle work in this class will receive a zero for the assignment and will be subject to university policies regarding plagiarism. (See Languages and Literature Policy on Plagiarism and Academic Dishonesty in Blackboard.)

DISABILITY STATEMENT:

In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university. The Coordinator of Counseling Services serves as the coordinator of students with a disability and should be contacted concerning accommodation requests at (806) 291-3765. Documentation of a disability must accompany any request for accommodations.

DUE DATES AND LATE PENALTIES:

Assignments are due by 11:59 p.m. (Central Time Zone) on the date posted. Be sure that your clock matches the clock in WBU's Blackboard. All assignments must be submitted to the Blackboard site to receive a grade. These deadlines, like most things in life, are not negotiable. *Any late assignment will receive a 20-point deduction per day late. Late assignments are not accepted after 5 days of the assignment's due date.*

EXPECTATIONS, COMMUNICATION, & OTHER INFORMATION:

While the nature of an online course allows students to work at their own pace, you are expected to keep up with the course materials weekly. *Please note, this is not a self-paced course.* This means that you should keep up with the readings and assignments posted each week, and you are responsible for turning in any assignments by the posted due date. Students who get behind in the weekly requirements will likely not do well in the course. Remember, also, that your attendance for the course is measured by your participation in the discussion board. Announcements and important information will be posted on the Blackboard site. Be sure to check the site often. Additional information may be sent to your WBU emails, so make sure you've set up a WBU email and are checking it often. Always feel free to email me if you are concerned about the course or your progress. I am available to help you, provide resources, and give direction—but I cannot help you if I do not know you're struggling.

In an effort to accommodate the schedules and preferences of online students, all major assignments are due on Sundays. However, although the HW assignments and major assignments are due on Sunday, this does not mean you should wait until the end of the week to think about them, particularly if you need help from me. I am happy to answer questions about assignments; however, please note that while I typically answer email within 24 hours M-

F, I am not always as tied to a computer on the weekends. This means if you need help with an assignment, you'll need to get in touch with me by Thursday or Friday. I also strongly recommend you use Multidisciplinary Tutorial Services (formerly the Writing Center). There's a link available in our Blackboard course. Be aware, too, that using the Multidisciplinary Tutorial Services resources likewise requires that you plan ahead for your assignments and your assignment questions. A successful student likely does not wait until Sunday night to begin the week's work.

If ever you have a major life event that will affect your participation in the course, it's imperative that you communicate with me as soon as possible. I try to work with students as best as I can, but I can be more flexible and gracious if you tell me in advance rather than after the fact. In an online course, communication is *key*. As I mention above, I cannot help you if I do not know you're struggling. That said, like most of my students, I realize you probably work full time, have a family, and juggle other courses and commitments. ENGL1301 is a reading- and writing-intensive course, so be prepared to write weekly. If life's current restraints mean you cannot fully concentrate on the course's requirements, then you might consider taking the course at another point in your studies.

COURSE REQUIREMENTS and GRADING CRITERIA:

More specific descriptions of the course requirements will be made available in course modules on the WBU Blackboard site: [WBU Blackboard](#). However, the assignments and weights are posted below.

Freewriting and Discussion Boards (15%):

Throughout the term, students will complete weekly freewriting assignments, discussion boards, and other writing activities on a variety of topics or prompts. All freewriting, discussion boards, and writing activities will take place in Blackboard. Students ought to check Blackboard regularly and complete all assignments in order to meet the criteria for this category.

Quizzes (15%):

Students will be responsible for the reading and assigned quiz material. Quizzes over the reading material covered will take place in Blackboard.

Major Assignments (60%):

Students will have three major writing assignments over the course of the term. All writing assignments must be typed and submitted electronically to Blackboard in either Microsoft Word or PDF format. All major writing assignments are due to Blackboard by no later than 11:59 p.m. Central on the date indicated on the syllabus. See Blackboard for additional assignment information.

Essay #1: Memoir (20%):

Students will prepare a short essay (800-1,200 words) that uses the memoir genre. Topic choices available in assignment description on Blackboard.

Essay #2: Rhetorical Analysis (20%):

Students will write a short (750-900 words) rhetorical analysis. Topic choices available in assignment description on Blackboard.

Essay #3: Proposal (20%):

Students will identify a problem in their community and research the issue thoroughly to come up with plausible solutions or recommendations for the problem. The proposal (1,000-1,200 words) should include at least 4 credible sources. Topic choice at the student’s discretion.

Final Exam (10%):

The final exam will be completed in Blackboard via InQuizitive. InQuizitive is an adaptive learning tool that gives you a personalized learning experience and helps you retain key concepts. The final exam is available beginning the first day of class and is due during the final exam time indicated on the syllabus.

Grade Appeal Statement: “Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic academic standards, just evaluation procedures, or appropriate grading, may appeal the final grade given in the course by using the student grade appeal process described in the Academic Catalog. Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals are limited to the final course grade, which may be upheld, raised, or lowered at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Vice President of Academic Affairs/Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.”

TENTATIVE SCHEDULE

The schedule below is a tentative outline for the term. The schedule and assignments that appear below are subject to change before the term begins. Even after the beginning of the term, this schedule will be subject to change with advance notification, of course.

Weekly Topic	Reading	Assignment(s)
Week 1: Introduction to the Course and Memoir	L#1 - Chs. 1, 2, 4 & 27 L#2 – Chs. 18, 21, 29, 42	Discussion Boards Freewriting Quizzes
Week 2: Rhetorical Situations and Writing Process	L#1 – Chs. 5, 6, 7, 8 & 9 L#2 – Chs. 30, 35, 36 & 43	Discussion Boards Freewriting Quizzes Essay #1 Due 1/24 at 11:59
Week 3: Fields of Study and Analyses	L#1 – Chs. 24, 25 & 26 L#2 – Chs. 3, 11, 17 & 45	Discussion Boards Freewriting Quizzes

Weekly Topic	Reading	Assignment(s)
Week 4: Media/Design and Revising/Editing/Proofreading	L#1 – Chs. 56, 57, 58 & 59 L#2 – Chs. 31, 32, 33 & 41	Discussion Boards Freewriting Quizzes Essay #2 Due 2/7 at 11:59
Week 5: Proposal and Arguing a Position	L#1 – Chs. 20, 37, 39 & 40 L#2 – Chs. 13 & 38	Discussion Boards Freewriting Quizzes
Week 6: Doing Research and Incorporating Source Material	L#1 – Chs. 47, 48 & 49 L#2 – Chs. 50 & 51	Discussion Board Freewriting Quizzes
Week 7: MLA Documentation and Handbook	L#1 – Chs. 52, 53 & 54 L#2 – Sentences, Language & Punctuation/Mechanics	Discussion Boards Freewriting Quizzes Essay #3 Due 2/28 at 11:59
Week 8: Final Exam	N/A	Discussion Board Final Exam Due 3/6 at 11:59

ALL ASSIGNMENTS MUST BE SUBMITTED TO BLACKBOARD TO RECEIVE CREDIT.