ENC 1101: Writing and Rhetoric I, Fall, 2017
Florida International University Dual Enrollment Course at Western High School, Davie, Florida

Instructor: Dale Mahfood
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Phone: 754-323-2400 (main school number)

Course Description*
ENC 1101 is the first in FIU's two-course writing sequence. The course introduces you to rhetorical concepts that should be useful to you when writing for other courses and when writing in contexts outside of the university. Since effective texts are often the result of critical thinking and multiple revisions, you will take your assignments through a full writing process that includes prewriting and revisions. ENC 1101 also focuses on critical reading, including your reading of and response to your peers' writing. In addition to short writing assignments, you will write four major assignments that go through a full writing process and that are between 800 and 1,800 words in length. To prepare you to take essay exams and standardized tests, some class periods will be devoted to teaching and practicing strategies for timed writing.

Note: As this is an FIU course, it is imperative for both students and parents to understand that adherence to FIU expectations and regulations are required for successful completion of the course. This includes, but is not limited to, policies on attendance, grading, and the use of personal electronic devices in class.

Course Outcomes*
- By the end of the course you will produce documents that do the following:
- Respond in writing to various rhetorical purposes and address the needs of various audiences;
- Develop your ideas through a recursive process of writing, revision, and editing;
- Display appropriate format, structure and stylistic choices to meet audience needs and rhetorical purposes;
- Develop an effective thesis and support it with reasons and evidence;
- Interact with complex texts, explore alternative perspectives, and articulate your own perspective in response;
- Incorporate sourced materials into your own work through effective use of quotation, summary, paraphrase and citation using MLA or other appropriate style manual;
- Exhibit appropriate syntax, punctuation, and spelling;
- Develop a rhetorical vocabulary for understanding and talking about writing.

Texts

Materials and Supplies
- 1” binder with college-ruled notebook filler paper
- Blue or black ink pens for writing; colored pens for editing
- Reliable and consistent off-campus access to the Internet, a computer, and a printer with paper

Attendance: Attendance is required for every class period and will be recorded (including Early Release Days); absences are only acceptable in cases of emergencies and sickness with documentation provided to the Western High School administrative office. You are responsible for any material missed because of absence or tardiness. If you are absent on a day an assignment is to be submitted electronically, the assignment will still be considered late if it is not submitted before the class period. Excessive absences will affect your grade. Being that this is a composition course, there is an active learning environment, which does not to lend itself to an “others can fill me in on what I missed” mindset. During the time class is scheduled, you are expected to be present in the classroom in both body and mind.

Note: Your final FIU grade in the course will be reduced by half a grade for each absence after three absences. More than six absences will result in a failing grade for the course. As a result, while you may pass the course as far as Western High School is concerned, you will not get FIU credits for taking the course.

* Course Description and Course Outcomes are excerpted from *The Allyn & Bacon Guide to Writing* (p vii)
**Tardiness:** While the occasional hall traffic delay may cause you to arrive late to class, regular tardiness is disrespectful to both your instructor and your fellow students and will affect your final grade. In addition, if you are identified as using a personal electronic device (which should be turned off during the class period) or as sleeping, you will be marked tardy and the reason why will be recorded in Pinnacle.

**Note:** Three unexcused tardies equal one absence.

**Grading:** All four of the major writing assignments must be completed to pass the course. All work must be original for this class. You may not reuse your writings from the past. **You must earn a grade of C or higher to pass ENC 1101. A “D” or lower will result in having to repeat ENC 1101.**

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<tr>
<th>PASSING GRADE</th>
<th>FAILING GRADE</th>
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<td>A</td>
<td>93-100</td>
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<td>A-</td>
<td>90-92</td>
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<td>C+</td>
<td>76-79</td>
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<td>C</td>
<td>70-75</td>
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**Note:** Your final grade in Pinnacle (School Board of Broward County’s online grade recording database) will not necessarily be the same as the grade that will show up as your final FIU semester grade. This is because the FIU final grade will be affected by the above grading scale, your attendance, and work you turn in late.

**Assignments:** All assignments are due at the beginning of class on the due date. This is so whether they are required to be submitted as hard copies or electronically.

- Late homework assignments will not be accepted.
- Major assignments may be accepted late, BUT the letter grade will be reduced by half grade for every day a final draft is late. For example, if you turn in a “B” paper a day late, it will be reduced to a “B-..” See Grading Scale above.
- Not doing the following will result in assignments not being accepted by the teacher and will earn the student an “F” for that assignment grade.
  - All assignments are to be typed and printed unless otherwise directed by the teacher.
  - Each assignment must be submitted in the format the teacher directs for that assignment, whether electronic or hard copy. Electronic submissions are to be submitted to whatever website the teacher has instructed for each particular assignment.

**Class Participation:** To earn full credit for class participation, you need to make positive contributions to our discussions in person and online, ask thoughtful questions, offer comments that move a discussion forward, show respect for other members of the class—even if you disagree with them—and avoid dominating class discussion time (i.e. please contribute, but do not take up an entire period on just your ideas and comments). We will frequently engage in small-group work in class so that everyone can benefit from multiple forms of learning. Your positive group cooperation and participation will have a high impact on your participation grade.

**Peer Review:** The single most important participation activity will be your work with other students’ writing. Good writers grow from being good readers. To that end, we will peer review all major papers this semester. Your peer review work to be thoughtful, thorough, and meaningful. You will be given instruction on how to effectively accomplish peer reviews. You will only receive full credit for peer review if you submit your own complete draft to be peer reviewed as well as appropriately and helpfully responding to all papers assigned to you for peer review.
Writing Projects: The core of this course will be four major writing projects, each will have a separate assignment sheet and will require a process approach to writing—you will work on each project through multiple drafts, reviews, revisions, and editing sessions before turning it in for a final grade. Each draft of a project will receive a grade, with the final copy counting for the highest grade. Each project will be turned in with all work leading up to the final draft included in a two-pocket folder. All essays are to follow MLA formatting, be typed in Times New Roman (12 point), and be double-spaced. The writing project will be discussed extensively in class.

Timed Writing: Your fourth writing project will be a timed exam during the final exam period of this course. The exam will be designed to help test your ability to write extemporaneously based on course readings. Class time will be spent preparing you for this kind of writing. **Note: There are no exemptions for the semester final essay exam.**

Academic Integrity: All students are expected to abide by FIU’s policy on academic integrity. Not doing so may result in failure in the course and other severe penalties. There is no tolerance for any form of cheating. Cheating becomes a habit that will destroy your character and abilities—and will undermine you in life. Please review FIU’s webpage on “Academic Misconduct” (http://integrity.fiu.edu/misconducts.html), to make yourself aware of the disciplinary actions resulting from academic misconduct. **Read and sign the last page of the course syllabus and return to the teacher at the beginning of the next class period.**

Personal Electronic Devices: Use of smart phones, smart watches, tablets, and other electronic are not allowed inside the classroom unless the teacher has previously given you permission to use it for an in-class assignment. You may use your personal laptop at appropriate times with teacher permission. Finish all phone and text conversations before entering the classroom and remember to turn off your device(s). Absolutely no texting is permitted during class. **Note: Use of electronics in class without teacher permission will count as a tardy as your focus in not on the assigned task.**

Remember: Three unexcused tardies equal one absence.

Consider the following adage:

**Your willingness to consider others’ requests may well affect others’ willingness to consider yours.**

Labeling Work: To avoid confusion, please label all of your work carefully. See example below:

Williamson 1

Christopher Williamson

Professor Dale Mahfood

ENC 1101

11 November 2017

Dove’s Real Beauty: Clever Marketing Cleans Up with Substance

Your text begins here….

Be Informed

- **Course Website:** You are encouraged to visit my class website for homework, classwork, test and quiz dates, and project due date: http://dalemahfood-westernhigh.weebly.com.

- **Remind:** Remind is a Broward County School Board approved web based program that teachers can use to text their students and parents who have signed up to receive texts. To receive these messages, text **join ga38b** to **810-10**.
Students and Parents: As this is an FIU course, it is imperative for both students and parents to understand that adherence to FIU expectations and regulations are required for successful completion of the course. This includes, but is not limited to, policies on attendance, grading, and the use of personal electronic devices in class. Please be sure to read Mr. Mahfood’s ENC 1101 FIU Syllabus before signing below.

I, ______________________________________________, (print first and last names) have read Mr. Mahfood’s ENC 1001 syllabus (either in paper or online) and understand the classroom policies, expectations, and rules as stated in the syllabus. By signing this form, I agree to comply with the policies listed.

STUDENT Signature: ________________________________ Date: ________________

PARENT Signature: ________________________________ Date: ________________

Plagiarism Policy:

Introduction
This Code of Academic Integrity was adopted by the Student Government Association on November 28, 2001 and reflects the values articulated in the Student Code of Standards. Florida International University is a community dedicated to generating and imparting knowledge through excellent teaching and research, the rigorous and respectful exchange of ideas, and community service. All students should respect the right of others to have an equitable opportunity to learn and honestly to demonstrate the quality of their learning. Therefore, all students are expected to adhere to a standard of academic conduct, which demonstrates respect for themselves, their fellow students, and the educational mission of Florida International University. Please review FIU’s webpage on “Academic Misconduct” (http://integrity.fiu.edu/misconducts.html), to make yourself aware of the disciplinary actions resulting from academic misconduct.

Pledge
As a student of this university:

• I will be honest in my academic endeavors.
• I will not represent someone else’s work as my own.
• I will not cheat, nor will I aid in another’s cheating.

All students are deemed by the Florida International University to understand that if they are found responsible for academic misconduct, they will be subject to the Academic Misconduct procedures and sanctions, as outlined in the Student Handbook.

Student Signature ________________________________ Date ________________
Student/Parent Contact Information

FILL IN THE FOLLOWING INFORMATION – PLEASE PRINT:

Student Name: ____________________________________, _____________________________________

Last        First

Father’s name: ____________________________________, _____________________________________

Last        First

Is the father living at the same residence as the student? (circle one):    YES    NO

Cell phone: ____________________________________ ____________________

Home phone: ____________________________________ ____________________

Work phone: ____________________________________ ____________________

Email address: _________________________________ _______________________

Mother’s name: ____________________________________, _____________________________________

Last        First

Is the mother living at the same residence as the student? (circle one):    YES    NO

Cell phone: ____________________________________ ____________________

Home phone: ____________________________________ ____________________

Work phone: ____________________________________ ____________________

Email address: _________________________________ _______________________

Guardian’s name: ____________________________________, ____________________________________

Last        First

Relationship of guardian to student: _________________________________

Is the guardian living at the same residence as the student? (circle one):    YES    NO

Cell phone: ____________________________________ ____________________

Home phone: ____________________________________ ____________________

Work phone: ____________________________________ ____________________

Email address: _________________________________ _______________________