

**San José State University**  
**ENGL 100A: Writing Competency through Genres, Section 1**  
**Fall 2021**

**Course and Contact Information**

<b>Instructor:</b>	Helen Meservey
<b>Email:</b>	Canvas message and/or <a href="mailto:helen.meservey@sjsu.edu">helen.meservey@sjsu.edu</a>
<b>Office Location:</b>	Faculty Office Building 114 and Virtual via Zoom
<b>Office Hours:</b>	FOB 115: 1-2pm PT Friday and by appointment and Zoom: 11am-12pm PT Tuesday and by appointment
<b>Telephone:</b>	408.924.4323 (during FOB office hours only)
<b>Class Days/Time:</b>	9-10:15am PT Tuesday and Thursday
<b>Classroom:</b>	Online via Zoom
<b>Prerequisites:</b>	<b>Passing grade in ENGL 1B or equivalent; taken WST (Writing Skills Test) at least once without passing.</b>
<b>Canvas:</b>	<a href="http://sjsu.instructure.com">http://sjsu.instructure.com</a>

### **Course Description**

ENGL 100A serves as alternative satisfaction of the WST requirement if passed with a C or better (C- or lower will not satisfy the WST). Prepares students for 100W through drafting, feedback, and revision to demonstrate writing competency. Develops ability to analyze written genres used in the students' chosen disciplines and to write analytical and reflective essays.

### **Course Goals**

ENGL 100A is designed with the goal of preparing you to succeed in 100W, in other upper division classes, and in your profession. The course offers intensive practice in prewriting, drafting, revising, and editing academic writing. You are asked to research, analyze, and reflect on various kinds of writing and to produce a minimum of 5,000 words, including a rhetorical analysis, a report about writing in your chosen discipline, and five critical reflective journal entries on a book-length work of fiction and instructor-selected readings.

### **Reading**

- *The Alchemist* (25<sup>th</sup> Anniversary Edition), by Paulo Coelho, available at Spartan Bookstore and elsewhere. ISBN: 9780062315007
- Readings as assigned on Canvas
- Student-selected research materials

### **Technology Requirements**

**Canvas:** We will be using Canvas throughout this course.

Login URL: <http://sjsu.instructure.com>. Please note that the URL should NOT have the “www at the start of the address like many other websites. It is recommended that you visit the eCampus Canvas website at <http://www.sjsu.edu/at/ec/canvas/>, which offers a number of Quick Start Learning Guides to help you navigate Canvas tools. Also, detailed guides can be found at <http://guides.instructure.com/>.

Username: your SJSU 9-digit ID number.

Password: Self-generated password for your SJSUOne account

**Turnitin.com:** We use Turnitin.com for the main writing assignments. The turnitin software is already embedded within Canvas, so you do not need an additional password to access turnitin.com.

### **Course Requirements and Assignments**

This is a portfolio-based writing class. Your final grade for the course will be based on scores given to your portfolio and your final exam.

**Eligibility points:** During the first 13 weeks of the semester, you will earn eligibility points for each required assignment or activity and for participation. The maximum number of points is 100. You must have at least 70 points to be eligible to submit your portfolio and take the final exam. If you have not earned the minimum of 70 points by the end of the 14th week of the semester, you will receive an F in the class and you will not be able to submit your portfolio.

The points you receive prior to submitting your portfolio and the feedback you receive from your instructor on your drafts are intended to ensure that you have a complete portfolio, strong participation in the class, and improvement in your writing through feedback and drafting. The points you receive during this time will not be calculated as part of the final grade. They are simply an entry ticket that allows you to submit your portfolio and take the final exam.

**Final grade:** In the final weeks of the semester, you will assemble your portfolio, write a brief cover letter, and compose an in-class final essay. Your final grade is based on the scores given to your portfolio and final exam by two readers: the portfolio accounts for 70 percent, the final exam 30 percent (see grading rubric and scale below). To receive a C or higher for this course, you must earn a score of at least 70 percent (out of 100) on your portfolio and final exam combined.

After the portfolio and final exam are scored, the instructor may choose to petition a low-pass portfolio or final exam for a higher score if she or he believes the score is inaccurate. To be considered for such a petition, the student must be in good standing in the course and have excellent, consistent participation in all classroom activities. Students who fail the portfolio may, on the recommendation of the instructor, have one more opportunity to revise during finals week.

### **University Credit Hour Requirement**

Success in this course is based on the expectation that students will spend, for each unit of credit, a minimum of 45 hours over the length of the course (normally three hours per unit per week with one of the hours used for lecture) for instruction or preparation/studying or course related activities including but not limited to internships, labs, clinical practica. Other course structures will have equivalent workload expectations as described in the syllabus.

Assignment	Description	Word count	Assessment
<b>Rhetorical Analysis Essay</b>	For this assignment you analyze a piece of professional writing in your major or field or work, describing the rhetorical strategies that were used by the author and how these strategies contribute to the purpose of the document.	1,500	Maximum 25 eligibility points
<b>Discipline Investigation Essay</b>	In this assignment, you write a report about working in your major field. This report describes an interview you will have with a professional in your chosen field; you also write about information you collect from at least two outside sources (articles), following appropriate citation and reference styles (APA or MLA).	1,500	Maximum 25 eligibility points
<b>Five Critical Reading Reflection Journals</b>	During the semester, you will read sections of a full length work of fiction, <i>The Alchemist</i> , by Paulo Coelho, and other readings selected by your instructor and respond to this reading in a series of required reflective journals. Most of these will be timed essays written in class. At the end of the semester, you will include these journals in your portfolio.	2,000	Maximum 25 eligibility points
<b>Cover Letter</b>	This is a one- or two- paragraph letter to readers of your portfolio in which you explain which of the two above assignments (RA or DI) is your best work and why.	200-300	Maximum 5 eligibility points
<b>Homework, quizzes, and participation</b>	Your instructor determines how to assign these points to your class work and participation (see pp. 2, 3, 6).		Maximum 20 eligibility points
	<b>By the end of the 13th week, you must have earned at least 70 points by doing all of the above work, including drafts, peer editing, revisions, etc. If you have not earned at least 70 points, you will not be allowed to submit your portfolio and you will receive an F for the course.</b>		<b>Maximum 100 points; minimum 70 points</b>
<b>Portfolio</b>	The portfolio must include: <ul style="list-style-type: none"> <li>• A clean, final draft of the cover letter (200-300 words)</li> <li>• A clean, final copy of two main assignments (at least 3,000 words) of revised, polished writing (see above);</li> <li>• First and intermediate draft of each of the two main writing assignments <b>which show instructor's comments</b> and/or a rubric marked by the instructor;</li> <li>• Five CRR journals.</li> </ul>	3,200 words of final, polished writing	Evaluated by two readers according to scoring rubric. Worth 70% of grade.
<b>Final Exam</b>	A timed, in-class essay, common across all sections of 100A.  <b>Portfolio Submission and Final Examination: Thursday, November 18, 2021</b>	500 words	Scored by two readers according to scoring rubric. Worth 30% of grade.

## Determination of Grades

**ENGL 100A** is graded A-F only. CR/NCR is not an option, as “credit” in 100A does not satisfy the WST requirement: Grade C or higher fulfills this requirement. Further, no “incomplete” grades are given in this course. **To receive full credit, assignments must be completed on time by the posted due date. Please note that no unexcused late work will be accepted. If you cannot make a deadline, you must contact me BEFORE THE DUE DATE.**

*Scoring Rubric to be used in evaluating both the portfolio assignments and the final exam.*

4	<ul style="list-style-type: none"> <li>• meets all expectations in rhetorical choices of assignment, including genre, purpose, format, evidence, tone, and conventions.</li> <li>• is well-organized and thoroughly developed.</li> <li>• shows good or superior control of grammar, including syntactic variety, range of vocabulary, etc.</li> <li>• addresses assignment intelligently.</li> </ul>
3	<ul style="list-style-type: none"> <li>• meets most rhetorical expectations of assignment, including purpose, format, etc.</li> <li>• is somewhat organized but may require more development.</li> <li>• contains some grammatical errors, inappropriate word choice, or incorrect usage that rarely obstruct reader’s understanding.</li> <li>• may address some parts of the assignment better than others.</li> </ul>
2	<ul style="list-style-type: none"> <li>• meets few rhetorical expectations of assignment.</li> <li>• shows weak development and cohesion and/or inappropriate rhetorical choices.</li> <li>• shows accumulation of grammar and syntactical errors that interfere with reader’s understanding.</li> <li>• omits or misunderstands major parts of assignment.</li> </ul>
1	<ul style="list-style-type: none"> <li>• fails to meet rhetorical expectations of assignment.</li> <li>• fails to organize and develop ideas.</li> <li>• contains grammar and syntactical errors that seriously interfere with reader’s understanding.</li> <li>• fails to address assignment.</li> </ul>

Guide to the four categories

- Rhetorical expectations, including purpose, format, tone, etc.
- Development and organization
- Grammar and syntax
- Addressing the assignment or topic

Letter grade to percentage scale

A+ 98-100

A 94-97

A- 90-93

B+ 86-89

B 82-85

B- 78-81

C+ 73-77

C 70-73

Serves as alternative satisfaction of the WST

C- 66-69

Does not serve as alternative satisfaction of the WST

D+ 62-65

D 58-61

D- 57 or lower

F Not eligible for portfolio and final exam

## Classroom Protocol

Writing can be a solitary enterprise, but the critical thinking and habits of mind that go into such work can be developed and enriched in community. Thus, it is imperative that you attend class every day and participate in class activities and discussions. Class participation entails: (1) demonstrating that you've completed the readings, (2) contributing to discussions, and (3) completing in-class assignments and activities. Electronic resources such as laptops, tablets, and phones may be used during class only to compose select assignments, or access course materials on Canvas. Please be sure that social media and other distractions not related to our course pursuits are turned OFF during class.

## University Policies

Per University Policy S16-9, university-wide policy information relevant to all courses, such as academic integrity, accommodations, etc. will be available on Office of Graduate and Undergraduate Programs' [Syllabus Information web page](http://www.sjsu.edu/gup/syllabusinfo/) at <http://www.sjsu.edu/gup/syllabusinfo/>"

## IMPORTANT COURSE POLICIES

You are encouraged to use the tutoring services on campus, but all work in ENGL 100A is expected to be your own. If the instructor has reason to believe otherwise, he or she has the right to require additional evidence that the work is your original writing.

Statement of Plagiarism: The LLD and English Departments would like to emphasize that we adhere strictly to the rules against plagiarism as set forth in the SJSU Catalog. The Catalog defines plagiarism as follows:

1. Plagiarism. At SJSU, plagiarism is the act of representing the work of another as one's own (without giving appropriate credit) regardless of how that work was obtained, and submitting it to fulfill academic requirements. Plagiarism at SJSU includes but is not limited to:
2. The act of incorporating the ideas, words, sentences, paragraphs, or parts thereof, or the specific substance of another's work, without giving appropriate credit, and representing the product as one's own work; and
3. Representing another's artistic/scholarly works such as musical compositions, computer programs, photographs, paintings, drawing, sculptures or similar works as one's own.(available at <http://info.sjsu.edu/static/catalog/policies.html> - Student Responsibilities - Discipline – Policy on Academic Dishonesty – 1.0 Definitions of Academic Dishonesty)

Should a student plagiarize in any ENGL 100A course, the instructor will report the student to the University's Office of Student Conduct and Ethical Development. Also, points will be deducted from the assignment/course depending on the severity of the policy violation.

How to avoid plagiarism. It is not always easy to recognize whether you are legitimately citing the work of others or whether you have "crossed the line" into plagiarism. To become acquainted with what plagiarism is and how to avoid it, the following SJSU website offers definitions, policies, and links to useful websites offering guidelines in plagiarism prevention. Students are fully accountable for understanding these policies. <https://libguides.sjsu.edu/plagiarism/how-to-avoid-plagiarism>

## Student Resources

### Library Liaison

**Peggy Cabrera**

**Phone: 408.808.2034**

**Email: [peggy.cabrera@sjsu.edu](mailto:peggy.cabrera@sjsu.edu)**

## SJSU Peer Connections

Please see the [Peer Connections web page](https://peerconnections.sjsu.edu/) [https://peerconnections.sjsu.edu/] for virtual support during the Fall 2021 semester.

Peer Connections, a campus-wide resource for mentoring and tutoring, strives to inspire students to develop their potential as independent learners while learning to successfully navigate their university experience. You are encouraged to take advantage of these services, which include course-content based tutoring, enhanced study and time management skills, more effective critical thinking strategies, decision making and problem-solving abilities, and campus resource referrals.

In addition to small group, individual, and drop-in tutoring for a number of undergraduate courses, Peer Connections offers consultation with mentors on a drop-in or by appointment basis. Workshops are offered on a wide variety of topics including preparing for the Writing Skills Test (WST), improving your learning and memory, alleviating procrastination, surviving your first semester at SJSU, and other topics. A computer lab and study space are also available for student use in Room 600 of Student Services Center (SSC).

Peer Connections is available in three locations: SSC, Room 600 (10<sup>th</sup> Street Garage, corner of 10<sup>th</sup> and San Fernando Street); on 1<sup>st</sup> floor entrance of Clark Hall; and in Living Learning Center (LLC) in Campus Village Housing Building B. Visit the [Peer Connections website](http://peerconnections.sjsu.edu) at http://peerconnections.sjsu.edu for more information.

## SJSU Writing Center

Please see the [SJSU Writing Center web page](https://www.sjsu.edu/writingcenter/) [https://www.sjsu.edu/writingcenter/] for virtual support during the Fall 2021 semester.

The SJSU Writing Center now has two locations: Writing Specialists conduct drop-in tutoring sessions in **Clark Hall, Suite 126** and hold regularly scheduled tutoring sessions on the **second floor in the MLK Library**. All Writing Specialists have gone through a rigorous hiring process, and they are well trained to assist all students at all levels within all disciplines to become better writers. In addition to one-on-one tutoring services, the Writing Center also offers workshops every semester on a variety of writing topics. To make an appointment or to refer to the numerous online resources offered through the Writing Center, visit the [Writing Center website](http://www.sjsu.edu/writingcenter) at http://www.sjsu.edu/writingcenter. For additional resources and updated information, follow the Writing Center on Twitter and become a fan of the SJSU Writing Center on Facebook. Note: You need to have a QR Reader to scan this code.



## SJSU Counseling Services

Please see the [SJSU CAPS \(Counseling and Psychological Services\) web page](https://www.sjsu.edu/counseling/) [https://www.sjsu.edu/counseling/] for virtual support during the Fall 2021 semester.

The SJSU Counseling Services is located in the Student Wellness Center, 3rd Floor, Room 300B, (corner of 7<sup>th</sup> and San Carlos St., across from the Event Center). Professional psychologists, social workers, and counselors are available to provide consultations on issues of student mental health, campus climate, or psychological and academic issues on an individual, couple, or group basis. To schedule an appointment or learn more information, visit [Counseling Services website](http://www.sjsu.edu/counseling) at <http://www.sjsu.edu/counseling>.

**ENGL 100A: Writing Competency through Genres, Section 1**  
**Fall 2021 Course Schedule**

*Schedule subject to change; any updates will be communicated with fair notice in class and via Canvas. Note that homework and reading assignments should be completed by the date on which they are listed.*

<b>Week</b>	<b>Date</b>	<b>Tuesday</b>	<b>Thursday</b>
1	8/19	<i>Pre-instruction activities:</i> <i>no class meeting</i>	Course introduction Rhetorical situations, discourse communities, rhetorical analysis Discussion Post 1
2	8/24-26	Prep for Journal 1 Rhetorical Analysis assignment (RA Essay), rhetorical appeals Read Rhetorical Analysis assignment document	In-class writing: Journal 1
3	8/30-9/2	Rhetorical strategies Read <i>The Alchemist</i> through p. 23, including Forward (pp. VII-X) and Prologue (pp. 1-2)	Quiz 1 Rhetorical strategies, paragraphing
4	9/7-9	Paragraphing Read <i>The Alchemist</i> pp. 23–45, paragraph handout	Quiz 2 <b>Peer Review Workshop: RA Essay, First Draft</b>
5	9/14-16	Conferences: RA Essay, Second Draft <b>No class meeting</b> Quiz 3 Read <i>The Alchemist</i> pp. 45-67	
6	9/21-23	Prep for Journal 2 Discipline Investigation assignment (DI) Read <i>The Alchemist</i> pp. 67-86	<b>DUE: RA Essay, Semi-Final Draft</b> In-class writing: Journal 2 Discussion Post 2
7	9/28-30	<b>LIBRARY SESSION</b> Read <i>The Alchemist</i> pp. 86-107	Quiz 4
8	10/5-7	Prep for Journal 3 Read <i>The Alchemist</i> pp. 107-127	In-class writing: Journal 3 Discussion Post 3
9	10/12-14	Read <i>The Alchemist</i> pp. 127-148	Quiz 5 <b>Peer Review Workshop: DI Essay, First Draft</b>

<i>Week</i>	<i>Date</i>	<i>Tuesday</i>	<i>Thursday</i>
10	10/19-21	Conferences: DI Essay, Second Draft <b>No class meeting</b>	
11	10/26-28	Prep for Journal 4 Read <i>The Alchemist</i> , pp. 148-171 (end)	<b>DUE: DI Essay, Semi-Final Draft</b> In-class writing: Journal 4 Discussion Post 4
12	11/2-4	Prep for Journal 5	In-class writing: Journal 5
13	11/9-11	Eligibility Notifications Peer Review Workshop: Cover Letter	<b>DUE: Cover Letter</b> Veterans' Day <b>No class meeting</b>
14	11/16-18	Prep for Final Exam	<b>DUE: Portfolio</b> <b>Final Exam</b> <b>Last class</b>
15	11/23 and later	Results, Conferences	Thanksgiving Day <b>No class</b>
<b>Congratulations!</b> <b>Enjoy your year-end break.</b>			