

Writing Competency Through Genres Section 01

ENGL 100A

Spring 2023 3 Unit(s) 01/25/2023 to 05/15/2023 Modified 01/26/2023

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

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

Contact Information

Class Days/Time	12-1:5pm PT Tuesday and Thursday
Classroom	Boccardo Business Center 124
Instructor	Helen Meservey
Email	Canvas message and/or helen.meservey@sjsu.edu
Office	[Faculty Office Building 114] Virtual via Zoom for Spring 2023(https://sjsu.zoom.us/j/82450343981?pwd=dIFWZkRNdCtuc1VhS1VYUUY3UWtLdz09)
Virtual Office Hours	12-1pm Wednesdays (except 2/22, 3/8 and 4/5) and by appointment
Telephone	408.924.4323 (message only)

Prerequisites	Passing grade in ENGL 1B or equivalent; taken WST (Writing Skills Test) at least once without passing.
Canvas	http://sjsu.instructure.com
Library Liaison	Peggy Cabrera (mailto:%20peggy.cabrera@sjsu.edu) Phone: 408.808.2034

Course Description and Requisites

Satisfies the Writing Skills Test (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 as well as write analytical and reflective essays.

Prerequisite(s): Must have failed the WST or students who have not taken the WST must have completed GE area A3, ENGL 1B, HUM 2B, or equivalent with a C- or better.

Note(s): A Credit/No Credit grading option may not be used to satisfy the WST requirement.

Letter Graded

* Classroom Protocols

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>

🎯 Course Goals

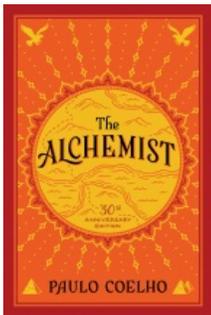
ENGL 100A is designed with the goal of preparing you to succeed in 100W, in other upper division classes, and in your profession. The course offers intensive practice in prewriting, drafting, revising, and editing academic writing. You are asked to research, analyze, and reflect on various kinds of writing 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.

📊 Course Learning Outcomes (CLOs)

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

1. Use correct and situationally appropriate sentence structure and grammar
2. Utilize feedback from instructor and peers to improve the accuracy and clarity of writing
3. Recognize, select, and use basic activities of the writing process, including prewriting, organizing, drafting, revising, editing, and peer review
4. Critically self-reflect about the writing process and about making context-appropriate rhetorical choices
5. Critically read, interpret, and synthesize multiple texts
6. Write well organized, well developed essays with a clear thesis
7. Identify how types of written texts in a variety of fields (genres) are influenced by audience, situation, and purpose
8. Employ research strategies to collect, analyze, and evaluate data from primary and secondary sources.

📖 Course Materials



[https://docs.google.com/file/d/0Bww2XZ11BZHMeHZ6TEhaZEVrUEE/edit?resourcekey=0-](https://docs.google.com/file/d/0Bww2XZ11BZHMeHZ6TEhaZEVrUEE/edit?resourcekey=0-Ao3Ves1gO68yrwx10ernSg)

[Ao3Ves1gO68yrwx10ernSg](https://docs.google.com/file/d/0Bww2XZ11BZHMeHZ6TEhaZEVrUEE/edit?resourcekey=0-Ao3Ves1gO68yrwx10ernSg)

Reading

- *The Alchemist* (25th Anniversary Edition), by Paulo Coelho, available at [Spartan Bookstore \(https://sjsu.bncollege.com/course-material-listing-page?bypassCustomerAdoptions=true\)](https://sjsu.bncollege.com/course-material-listing-page?bypassCustomerAdoptions=true) and elsewhere. ISBN: 9780062315007
- Readings as assigned on Canvas
- Student-selected research materials

The Alchemist

Author: Paulo Coelho

Publisher: Harper

Edition: 25th Anniversary Edition

ISBN: 9780062315007

Availability: Campus Bookstore and elsewhere

☰ 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
Rhetorical Analysis Essay	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
Discipline Investigation Essay	In this assignment, you write a report about working in your major field. This report describes an interview you conduct 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
Five Critical Reading Reflection Journals	During the semester, you will read a full length work of fiction, <i>The Alchemist</i> , by Paulo Coelho, and other readings selected by you and 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
Cover Letter	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 the better work and why.	200-300	Maximum 5 eligibility points

Homework, quizzes, and participation	Your instructor determines how to assign these points to your class work and participation (see pp. 2, 3, 4, 8, and 9).		Maximum 20 eligibility points
	By the end of the thirteenth week, you must have earned at least 70 points by completing 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.		Maximum 100 points; minimum 70 points
Final Exam	A timed, in-class essay, common across all sections of 100A. Final Examination: 12pm (noon) Tuesday, May 2, 2023	500 words	Scored by two readers according to scoring rubric. Value: 30% of final grade.
Portfolio	The portfolio must include: <ul style="list-style-type: none"> • A clean, final draft of the cover letter (200-300 words) • A clean, final copy of two main assignments (at least 3,000 words) of revised, polished writing (see above); • First and intermediate draft of each of the two main writing assignments which show instructor's comments and/or a rubric marked by the instructor; <ul style="list-style-type: none"> • Five CRR journals. Portfolio Submission: 11:59pm Friday, May 5, 2023	3,200 words of final, polished writing	Evaluated by two readers according to scoring rubric. Value: 70% of final grade.

Technology Requirements

Canvas: We use 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.

Zoom: Unless otherwise arranged, office hours and the two required essay conferences are held online via Zoom. [Get help with Zoom here.](#)

University Policies

Per [University Policy S16-9](http://www.sjsu.edu/senate/docs/S16-9.pdf) (<http://www.sjsu.edu/senate/docs/S16-9.pdf>), relevant university policy concerning all courses, such as student responsibilities, academic integrity, accommodations, dropping and adding, consent for recording of class, etc. and available student services (e.g. learning assistance, counseling, and other resources) are listed on [Syllabus Information web page](#)

(<https://www.sjsu.edu/curriculum/courses/syllabus-info.php>) (<https://www.sjsu.edu/curriculum/courses/syllabus-info.php>). Make sure to visit this page to review and be aware of these university policies and resources.

Course Schedule

Week	Date	Tuesday	Thursday
1	1/24-1/26	<p><i>Pre-instruction activities:</i></p> <p><i>no class meeting</i></p>	<p>Course introduction</p> <p>Rhetorical situations, discourse communities, rhetorical analysis</p> <p>Discussion Post 1 (1pt.)</p>
2	1/31-2/2	<p>Prep for Journal 1 (1pt.)</p> <p>Rhetorical Analysis assignment (RA Essay), rhetorical appeals and rhetorical strategies</p> <p>Read</p> <ul style="list-style-type: none"> Syllabus and Canvas modules (RA) assignment RA formatting document <i>The Alchemist</i> through p. 23, including Forward (pp. VII-X) and Prologue (pp. 1-2) 	<p>In-class writing: Journal 1 (4pt.)</p> <p>Quiz 1 (3pt.)</p> <p>Document selection</p> <p>Interview candidate discussion</p> <p>Read</p> <ul style="list-style-type: none"> Selected documents for analysis <p>View/Listen</p> <ul style="list-style-type: none"> PIE Paragraph podcast (2pt.)
3	2/7-2/9	<p>Prep for Journal 2 (1pt.)</p> <p>Document analysis (2pt.)</p> <p>Read</p> <ul style="list-style-type: none"> close reading handout paragraph handouts <i>The Alchemist</i> pp. 24-45 	<p>In-class writing: Journal 2 (4pt.)</p> <p>Interview candidate document (2pt.)</p>
4	2/14-2/16	<p>Rhetorical strategies, paragraphing activities (2pt.)</p>	<p>Deadline 12pm (noon) Thursday, February 16: RA Essay, First Draft (4pt.), Peer Review Workshop</p> <p>Quiz 2 (3pt.)</p>
5	2/21-2/23	<p>Conferences: RA Essay, Second Draft (4pt.)</p> <p>No class meetings</p> <p>Quiz 3 (3pt.)</p> <p>Read</p> <ul style="list-style-type: none"> Discipline Investigation assignment (DI Essay) <i>The Alchemist</i> pp. 46-67 	

6	2/28-3/2	<p>Interview questions (2pt.)</p> <p>Read</p> <ul style="list-style-type: none"> <i>The Alchemist</i> pp. 68-86 	<p>MLK LIBRARY SESSION Room 213 with MLK Librarian Peggy Cabrera (5pt.)</p> <p>Deadline 11:59pm Friday, March 3: DI Essay, Semi-Final Draft (8pt.)</p> <p>Discussion Post 2 (1pt.)</p>
7	3/7-3/9	<p>Interview practice (2pt.)</p> <p>Read</p> <ul style="list-style-type: none"> Informational interviewing resources <i>The Alchemist</i> pp. 87-107 	<p>Asynchronous class</p> <p>Quiz 4 (3pt.)</p>
8	3/14-3/16	<p>Prep for Journal 3 (1pt.)</p> <p>Read <i>The Alchemist</i> pp. 108-127</p>	<p>In-class writing: Journal 3 (4pt.)</p> <p>Discussion Post 3 (1pt.)</p>
9	3/21-3/23	<p>DI format review (2pt.)</p> <p>Read</p> <ul style="list-style-type: none"> DI formatting document <i>The Alchemist</i> pp. 128-148 	<p>Deadline 12pm (noon) Thursday, March 23: DI Essay, First Draft (4pt.), Peer Review Workshop</p> <p>Quiz 5 (3pt.)</p>
10	3/28-3/31	<p>Spring Break</p> <p>No class meetings</p>	
11	4/4-4/6	<p>Conferences: DI Essay, Second Draft (4pt.)</p> <p>No class meetings</p>	
12	4/11-4/13	<p>Prep for Journal 4 (1pt.)</p> <p>Read</p> <ul style="list-style-type: none"> <i>The Alchemist</i>, pp. 149-171 (end) 	<p>Deadline 11:59pm Friday, April 14: DI Essay, Semi-Final Draft (8pt.)</p> <p>In-class writing: Journal 4 (4pt.)</p> <p>Discussion Post 4 (1pt.)</p>
13	4/18-4/20	<p>Prep for Journal 5 (1pt.)</p> <p>Writing business letters</p> <p>Letter analysis (2pt.)</p>	<p>In-class writing: Journal 5 (4pt.)</p> <p>Discussion Post 5 (3pt.)</p>
14	4/25-4/27	<p>Eligibility Notifications</p> <p>No meeting in BBC 124:</p> <p>Synchronous class.</p> <p>Deadline 12pm (noon) Tuesday, April 25: Cover Letter (2pt.), Virtual Peer Review Workshop</p>	<p>Prep for Final Exam</p>

15	5/2-5/4	Final Exam (30%) Last class Cookies!	Deadline 11:59pm Friday, 5/2/2023: Portfolio (70%)
16	5/9 and later	Results, Conferences	
		Congratulations! Enjoy your summer break.	