Program Description: The General Education Program offers a solid, comprehensive foundational academic experience for all Kennesaw State University students. In a series of interrelated courses in the liberal arts and sciences, it provides the opportunity for them to acquire the intellectual skills and knowledge characteristic of educated persons in a diverse, global community. Thus, it lays the basis for success in academic, professional, and personal arenas. Whereas the major program contributes depth to a college education in a designated specialization, the General Education Program provides breadth of understanding by introducing, connecting, and integrating a variety of disciplines.

Program Goals: The General Education Program at KSU has four goals. During the course of the program, students should demonstrate the following:

- knowledge and understanding in the General Education areas: Humanities, Fine Arts, Science, Mathematics, Technology, Social Science, and the Essential Skills (written and quantitative skills)
- proficiency in communication
- skills in inquiry, critical thinking, and problem solving through scholarly and/or creative activity across the general education disciplines
- an understanding of ethics, diversity, and a global perspective.

Course Description: Focuses on skills required for effective writing in a variety of contexts with emphasis on exposition, analysis, and argumentation. Also includes introductory use of a variety of research skills.
Course description
ENGL 1101 focuses on skills required for effective writing in a variety of contexts with emphasis on exposition, analysis, and argumentation. Also includes introductory use of a variety of research skills.

Prerequisite: ENGL 0099 and READ 0099 if required.

Course goals and objectives
In ENGL 1101 we will focus on skills required for effective writing in a variety of contexts with emphasis on exposition, analysis, and argumentation. Also includes introductory use of a variety of research skills.

This composition class is also a General Education course. Therefore the course objectives include those listed on the cover sheet as well as those from the English Composition Program. Students successfully completing English 1101 will be able to:

- analyze communications elements, including self, purpose, audience, context, and texts, in terms of logical, ethical, and emotional factors
- expand the scope of "text" and "research resource" to include nontraditional media
- demonstrate critical literacy in creating, accessing, and evaluating research sources
- methodically summarize, paraphrase, quote, and otherwise cite sources in a documented format
C. Ghattas

English 1101

- develop skills in making and supporting arguments
- consider elements of form, style, usage/mechanics, and content in written communications
- learn and apply a recursive process of writing
- encourage or begin acquisition of word processing, Internet skills, and other computer- and communications-related skills

**Required texts**
  - ISBN-10: 0205171567
  - ISBN-10: 0-07-340595-7
- Allison, Jay and Dan Geidman, eds. *This I Believe*.
  - ISBN-10: 0805086587
- Frankl, Viktor. *Man’s Search for Meaning*.
  - ISBN-10: 0807014273

**Required materials**
1. A zip drive computer storage device, access to a working computer with an internet connection, and access to the D2L site
2. A KSU Print Card (or other means to print/copy documents)
3. Standard classroom materials such as pens and pencils, highlighters, paper/notebook, and a binder or folder to hold all of your notes and assignments

**Assignments and grading breakdown**

This I Believe essay (14% of final grade)
Causal Argument essay (16%)
Research essay (18%)
Rhetorical Analysis essay (18%)
Quizzes (10%)
In-class writing, homework, and mini-writing assignments (12%)
Participation (6%)

Among many responsibilities, participation includes responding to in-class writing prompts, adding to class discussions and in-class activities, responding to readings, observing and taking notes, and contributing to group work, workshops, and peer responses.

Final Exam (6%)
  W, May 7, 2014, 8:00-10:00am
We will be writing in every class, individually and collectively. Your writing will take many forms, both informal and formal. You will share your writing in small and large groups. Your peers will become your best critics. I will post handouts on WebCT Vista, and you should make arrangements with a classmate who is willing to keep you up to date so you are prepared for the following class.

All assignments, including assigned reading, should be completed before the day they are listed on the course schedule. You should come to each class prepared to discuss and/or hand in the assignment due on that day.

Note: March 3, 2014 is the last day to drop classes without academic penalty.

**Late work policy**
Assignments submitted after they are due are penalized one letter grade (10%) for each class period they are late.

If you are absent and miss an in-class writing assignment other than beginning- and end-of-class responses, you may make it up for full credit provided you hand it in within one calendar week of the day it was assigned.

**Revision policy**
Once per semester, a student may pick a major essay, with the exception of the final one, and revise that essay to raise his or her grade. The revision must be resubmitted within two weeks after the essay is returned to the student. Your final grade for that essay assignment will be the average of the grades on the original and on the revised essay.

**Attendance**
Because writing courses depend on class discussion, peer review, and practice in certain skills in addition to lecture and presentation, the English Department’s policy is that students who miss six or more days of class – that is, 20% or more – should not receive credit for English 1101. Students may miss three days of class – 10% of class meetings – each semester with no added penalty other than missing the lesson(s). It is each student’s responsibility to procure notes from missed class(es) and to make up any missed assignments in a timely fashion.

Four (or more) absences will adversely affect your grade. After four absences, your grade will drop one letter grade. After five absences, your grade will drop an additional letter grade. After six absences, you will receive an F for the course.

There is no such thing as an excused absence; an absence is an absence. The end result is the same, regardless of your reason for missing class. If you miss a class, you are responsible for getting all information and handouts. I will post handouts on D2L, and you should make arrangements with a classmate who is willing to keep you up to date so you are prepared for the following class.
Papers are due at the beginning of class on the assigned date. I do not accept essays or other written assignments via email or other electronic submission except in rare cases when I will explicitly stipulate otherwise in writing. If you do not hand in a print copy of the assignment at the required time, it will be considered late. Note that some in-class writing assignments – in particular, responses to beginning-of-class and end-of-class writing prompts – must be completed in class and cannot be made up later for credit.

Attendance is expected on the day assignments are due; if you come to class and then disappear after handing in your assignment, points will be deducted from your grade.

Two tardies equal one absence.

A tardy of more than forty minutes is equal to an absence.

**Cell phone use**

Cell phone use in the classroom is prohibited. All cell phones should be turned off or put in silent mode and stored away before class begins.

The first time I notice you using your phone during class, I will warn you. The second time I will take your phone and hold it until the end of that class. If it happens a third time, I will ask you to leave your phone with me until the end of that class and during all future classes.

**In-class computer use**

Because we meet in a computer classroom, it is possible for students to be physically present while emailing friends, shopping, checking social networking sites, working on assignments for other classes, or doing any number of other things. This class requires your conscious participation, so computer use during class is limited to work for English 1101.

**Netiquette**

Netiquette, or network etiquette, will come into play throughout the semester, as students will interact with one another and with me online. Your netiquette is your choice and your responsibility. You should strive to do all of the following: be ethical, be legal, be respectful, and be gracious. Depending on the circumstances, poor netiquette may affect your grade.
KSU Disability Statement
Any student who, because of a disabling condition, may require some special arrangements in order to meet the course requirements should contact the instructor as soon as possible to arrange the necessary accommodations. Students should present appropriate verification from KSU Disabled Student Support Services. No requirement exists that accommodations be made prior to completion of this approved University process. Disabled Student Services can be reached here: http://www.kennesaw.edu/stu_dev/dssss/dsss.html or Ph: 770-423-6443, Fax: 770-423-6667, 770-423-6480TTY

KSU Policy and Position Statements

Intellectual Diversity Statement
Kennesaw State University is an educational community comprised of individuals from different ethnic, racial and religious groups and of different genders, political beliefs, ages, abilities and sexual orientations. In light of this diversity, Kennesaw State University is resolved to contribute to the development of an integrated, pluralistic society in which individuals model and support humaneness and respect for the individual. Kennesaw State University is committed to a diversity of intellectual viewpoints. We trust in a genuine free marketplace of ideas where faculty and students are encouraged to express their considered opinions openly. We further believe that this intellectual exchange is healthy, democratic, and produces new insights. The exchange of ideas is also a splendid means of encouraging “critical thinking” as long as it is conducted within an atmosphere that respects the dignity of all concerned. The University is committed to providing quality education, which is enhanced by the perspectives provided by individuals and groups with varying backgrounds and views. Racism, sexism and other discriminatory attitudes and behaviors impede learning and working. Conversely, respect for differences enhances educational and work experiences. Kennesaw State University is dedicated to creating an environment that cherishes and nourishes this diversity.

Kennesaw State University Diversity Vision Statement
It is our vision to create a strong multicultural and diverse educational environment at KSU in order to increase student satisfaction and to promote an understanding and awareness of people from various backgrounds upon graduation. In this way, KSU students will be educated for, and can effectively compete in the global society.

KSU Position Statement on Environmental Awareness
Kennesaw State University endeavors to encourage in each student, faculty, staff member, and the community, a respect for the worth of the environment and a desire and capacity to recycle, to conserve energy and to take other measures to help conserve limited resources. This institution focuses on developing an environmental ethic that promotes excellence, responsibility and stewardship in environmental affairs and is committed to educating the community about environmental issues.
KSU’s full Code of Conduct is located here:

http://www.kennesaw.edu/scai/code_of_conduct.shtml#ii

Key excerpts from the Code of Conduct:

Academic Honesty
The high quality of education at Kennesaw State University is reflected in the credits and degrees its students earn. The protection of these high standards is crucial since the validity and equity of the University’s grades and degrees depend upon it. Any student found to have violated any KSU academic honesty regulation after a hearing before a university hearing panel or before the Vice President for Student Success and Enrollment Services (or his/her designee) shall be suspended for at least one semester, unless the student persuades the deciding body that the circumstances of his or her behavior substantially mitigate the gravity of the violation. These regulations are designed to assist students in (1) developing appropriate attitudes about, and (2) understanding and following the university’s standards relating to academic honesty. The regulations protect students by helping them avoid committing infractions that may compromise the completion of their KSU degrees or damage their reputations.

Plagiarism and Cheating
No student shall receive, attempt to receive, knowingly give or attempt to give unauthorized assistance in the preparation of any work required to be submitted for credit (including examinations, laboratory reports, essays, themes, term papers, etc.). Unless specifically authorized, the presence and/or use of electronic devices during an examination, quiz, or other class assignment is considered cheating. Engaging in any behavior which a professor prohibits as academic misconduct in the syllabus or in class discussion is cheating. When direct quotations are used, they should be indicated, and when the ideas, theories, data, figures, graphs, programs, electronic based information or illustrations of someone other than the student are incorporated into a paper or used in a project, they should be duly acknowledged. No student may submit the same, or substantially the same, paper or other assignment for credit in more than one class without the prior permission of the current professor(s).

Disruption of Campus Life:
It is the purpose of the institution to provide a campus environment which encourages academic accomplishment, personal growth, and a spirit of understanding and cooperation. An important part of maintaining such an environment is the commitment to protect the health and safety of every member of the campus community. Belligerent, abusive, profane, threatening and/or inappropriate behavior on the part of students is a violation of the Kennesaw State University Student Conduct Regulations. Students who are found responsible for such misconduct may be subject to immediate dismissal from the institution. In addition, university disciplinary proceedings may be instituted against a student charged with a violation of a law which is also a violation of this student code without regard to the pendency of civil litigation in court or criminal arrest and prosecution. Proceedings under this student code of conduct may be carried out prior to, simultaneously with, or following civil or criminal proceedings off-campus.
Students must earn a grade of C (or better) in English 1101 to proceed to English 1102 and a grade of C (or better) in English 1102 to proceed to English 2110. Students who do not earn a grade of C (or better) on their first attempt in English 1101 or 1102 will be required to successfully complete a mandatory tutorial (1101t or 1102t) when re-enrolling in the course. KSU students are prevented from attempting courses more than twice.

Various student resources

First Year Composition Site: [https://web.kennesaw.edu/firstyearcomp/](https://web.kennesaw.edu/firstyearcomp/)

KSU Writing Center: (Phone: 770-423-6380)
   [http://kennesaw.edu/writingcenter/](http://kennesaw.edu/writingcenter/)

Sturgis Library: [http://www.kennesaw.edu/library/](http://www.kennesaw.edu/library/)

Counseling & Psychological Services Center (formerly CAPS): (Phone: 770-423-6600)
   [http://www.kennesaw.edu/studentsuccess/csgindex.html](http://www.kennesaw.edu/studentsuccess/csgindex.html)

Student Technology Services:
   [http://its.kennesaw.edu/students/index.html](http://its.kennesaw.edu/students/index.html) (Help Line: 770-499-3555)

ESL Tutoring and Study Center:
   [http://www.kennesaw.edu/uc/esl/](http://www.kennesaw.edu/uc/esl/)

Adult Learner Center (Includes info on childcare subsidies for student-parents):

International Student Center: [http://www.kennesaw.edu/stu_dev/isrs/](http://www.kennesaw.edu/stu_dev/isrs/)

Minority Student Retention: [http://www.kennesaw.edu/stu_dev/msrs/](http://www.kennesaw.edu/stu_dev/msrs/)

Support Site for Student Veterans: [http://clubs.kennesaw.edu/ksuv](http://clubs.kennesaw.edu/ksuv)

Study Abroad Information: [http://www.kennesaw.edu/studyabroad/index.html](http://www.kennesaw.edu/studyabroad/index.html)

Center for Student Leadership: (community service, leadership, and international travel opportunities for outstanding students): [http://www.kennesaw.edu/csl](http://www.kennesaw.edu/csl)

Volunteer KSU (Community Service Opportunities for classes & individuals):
   [http://www.kennesaw.edu/stu_dev/vksu/vksu.html](http://www.kennesaw.edu/stu_dev/vksu/vksu.html)
Key student resources for English 1101

Writing Center

“*The KSU Writing Center helps students in all disciplines improve their written work. Experienced, friendly writing assistants work with you on topic development, revision, research, documentation, grammar, and more. For more information or to make an appointment, visit www.kennesaw.edu/writingcenter, or stop by Room 242 in the English Building.*”

The KSU Writing Center is located in English 242, and the phone number is 770-423-6380. Writing assistants work with writers of all levels and in any or every phase of the writing process. Although they will not proofread your writing for you, they will work with you one-on-one to help you become a better writer. Appointments are preferred, but walk-ins will receive help when tutors are available.

The hours are:
Monday – Thursday, 9 AM to 8 PM
Friday, 9 AM to 1 PM
Sunday, 1 PM to 5 PM

You will hear me remind you many times throughout the semester to visit the Writing Center. I cannot stress strongly enough what a wonderful resource it is. The KSU Writing Center is fantastic. Use it.

The ESL Study and Tutorial Center

At the ESL Study & Tutorial Center (Library Room 442), KSU undergraduate and graduate international students can receive tutoring in writing, reading, pronunciation, and presentation skills, as well as advising for their general education (core) requirements. The ESL Study & Tutorial Center also provides computers for academic work and an extensive selection of reading, writing, and grammar textbooks for student use.

Appointments are usually necessary for tutoring or advising. For an appointment, contact David Schmidt at (770) 423-6377 or dschmidt@kennesaw.edu.

Note: I reserve the right to change this syllabus and/or the course schedule depending on what happens as the semester progresses. Should this happen I will notify you on D2L and in class.
Memorandum of Understanding

I understand that this syllabus acts as a contract between my professor, Christine Ghattas, and me, ________________________. I have read the syllabus, and I understand what is required of me in this course. I agree to abide by the policies and procedures listed herein.

Student Signature ________________________________ Date ____________

(print your name here)