

## **COURSE INFORMATION**

COURSE PREFIX/NO:	ENG 100
COURSE TITLE:	Introduction to Composition
LEC HRS/WEEK:	3.0
LAB HRS/WEEK:	0.0
CREDIT HOURS/SEMESTER:	3.0

[Distance Learning Attendance/VA Statement](#)  
[Textbook Information](#)

## **COURSE DESCRIPTION**

This course is a study of basic writing and different modes of composition and may include a review of usage.

## **COURSE COMPETENCIES**

To complete this course successfully, a student must be able to

1. use standard written English.
2. distinguish and use correctly various sentence structures.
3. demonstrate ability to read, discuss, summarize, and respond to writing.
4. restrict and maintain unity and focus in writing paragraphs and essays.
5. recognize and use appropriate point of view, style, and diction.
6. revise, edit, and proofread to eliminate errors.
7. use basic resources as needed to complete assignments.

These modules build upon one another; they must be completed in sequence.

### **Module I - The Basics of Writing**

1. Develop effective paragraphs by utilizing the writing process of planning, drafting, and revising:
  - Use topic sentences and sufficient details.
  - Restrict topics for demonstrating focus, unity, and coherence within paragraphs.
  - Restrict and maintain unity and focus for developing a logical flow of ideas.
  - Analyze and use sentence variety.
  - Construct clear, coherent sentences through a variety of paragraph writing assignments.
  - Recognize and use standard written English.
2. Apply rules of mechanics for proficiency in subject-verb agreement, pronoun-antecedent agreement, usage, commas, semicolons, parallelism, and faulty sentence structure.
3. Revise, edit, and proofread to eliminate errors.

## **Module II - The Fundamentals of Essay Writing**

1. Create an essay with an introduction, body paragraphs, and conclusion by utilizing the basic essay organization:
  - Identify and apply pre-writing strategies in topic development for essays.
  - Analyze and draft clear thesis statements.
  - Develop body paragraphs after topic development.
  - Draft appropriate lead-ins for introductory paragraphs.
  - Apply appropriate use of transitions.
  - Identify errors and apply strategies for composing concluding paragraphs.
2. Use correct application of mechanics for concise, clear development of ideas.
3. Revise and edit rough draft of essay for a final draft demonstrating accurate organizational and mechanical skills.

## **Module III - Composing Essays and Application of Rhetorical Strategies to Essay Writing**

1. Develop two to three essays applying a variety of rhetorical strategies:
  - Distinguish among and use a variety of rhetorical strategies such as description, narration, comparison/contrast, process, cause and effect, etc.
  - Evaluate sample essays for content development including thesis set-up, coherent and unified body paragraphs, and well-developed introductions and conclusions.
2. Refine rough drafts through peer editing and writer revision for final drafts meeting essay requirements.

## **Module IV - Summary Writing and Summary-Response Essay**

1. Read, discuss, and annotate selected readings by applying a variety of critical thinking skills.
2. Identify and apply the guidelines for summary writing.
3. Distinguish and apply the skills of paraphrasing, summarizing, and quoting to prevent plagiarism.
4. Introduce and apply basic MLA documentation style for in-text citations within summary development.
5. Develop an essay using summary skills and composition strategies.

## **MINIMAL STANDARDS**

A minimal grade average of C (70%) is required in order to enroll in any higher-level English course. NOTE: There is a reading requirement for entry into English 101 and English 155.

## COURSE REQUIREMENTS

**Attendance** – Students are responsible for attending all scheduled class meetings and for all material covered and all assignments made. Any student who is not in attendance the required 80% of the scheduled class time will be withdrawn. Absences are counted from the first scheduled class.

Ordinarily, late arrivals or early departures of fewer than 10 minutes constitute a tardy. Three tardies constitute one absence. Late arrivals or early departures of more than 10 minutes may constitute an absence.

**Withdrawal from class** – A student may withdraw from the class after the add/drop period until midterm and receive a grade of W. After midterm, the student must contact the instructor to have a Request for Withdrawal form completed. A grade of W or WF at time of withdrawal will be determined by the situation or reason for withdrawal.

**Assignments** – Assignments in this course provide a variety of opportunities to draft, proofread, and revise at the sentence, the paragraph, and the essay level. The course requires the development of at least four graded essays (minimum of 400 words each), a midterm, and a final. To receive credit for any assignment, the student must complete all preliminary work in the order and manner required by the instructor. Each instructor will provide specific guidelines for his or her class.

**Late or missed assignments** – Any approved make-up, late, or revised work must be completed in a designated time and manner as directed by the instructor. An instructor may choose not to accept late or missed work or may limit the maximum credit allowed.

**Other academic assistance or requirements** – Any student who demonstrates an area of weakness or need for additional help may be referred to Student Services, the area tutor, the LAC Computer Lab, or to other appropriate resources for assistance. Conferences with the instructor may also be required.

**Academic Integrity** – Academic dishonesty includes using another's work without giving credit to the source and cheating of any type. "Students who are found guilty of academic dishonesty may be assigned a lower grade for the assignment including a grade of zero, may be required to repeat or resubmit the assignment, may be assigned a failing grade for the course, or [may] be required to withdraw from the course. Students may also be subject to further disciplinary action." (York Technical College Student Catalog and Handbook)

## EVALUATION STRATEGIES/GRADING

Student work will be graded according to departmental standards and instructor evaluation. Writing will be judged on mechanics and content.

Module I	10%
Modules II, III, and IV	50%
Midterm Grammar	10%
Midterm Essay	10%
Final Essay	20%

**Grading Scale**

A = 90 - 100

B = 80 - 89

C = 70 - 79

D = 60 - 69

F = below 60

**Entry-level skills:** None

**Prerequisites:** Eng 031 with a minimum grade of "SC" or equivalent

**Co-requisites:** None

**Disabilities Statement:** Any student who feels s/he may need an accommodation based on the impact of a disability should contact the Special Resources Offices (SR) at 803-327-8007 in the 300 area of Student Services. The SRO coordinates reasonable accommodations for students with documented disabilities.