

# English Composition I

## EL 1210 (OL, IN)

### Course Description

The first course in English Composition teaches fundamental skills necessary for competent writing. Students will read professional essays. Students will write several essays including Description, Narration, and Division-Classification. (3 hours)

### Course Resources

Cooley, Thomas. *The Norton Sampler: Short Essays for Composition*. 8<sup>th</sup> ed. New York: Norton, 2013. ISBN 978-0-393-91946-2

### College Mission

The ultimate mission of Ozark Christian College is to glorify God by evangelizing the lost and edifying Christians worldwide. The immediate mission of Ozark Christian College is to train men and women for Christian service as a degree-granting institution of biblical higher education.

### College Learning Goal

The learning goal of Ozark Christian College is to educate and equip students to become like Christ and serve Christ in leadership ministry. Graduates will be biblically grounded, spiritually matured, culturally engaged, and vocationally prepared.

### College Learning Outcomes

Students graduating from Ozark Christian College will...

1. Know and value the historical and theological content of the Bible.
2. Interpret scripture to discover the author's intended meaning.
- 3. Communicate effectively in written and oral forms.**
- 4. Think critically from a Christian worldview.**
5. Evaluate their spiritual formation and develop plans for continued growth.
6. Articulate how the global mission of the Church relates to their intended ministry settings.
7. Meet specific ministry competencies (as determined by each department).

## Course Goals

Students will write clear, focused, and coherent essays.

## Course Objectives

Upon completion of this course learners should be able to:

1. Write essays with a focused and coherent purpose. (CLO 3)
2. Organize written material in a logical manner. (CLO 3)
3. Use appropriate tone and word choice to match genre and audience. (CLO 3)
4. Recognize the relationships among reading, writing, and thinking. (CLO 3,4)
5. Use several strategies for invention, drafting, and revision of essays. (CLO 3)
6. Demonstrate basic computer literacy by drafting, revising, and sharing electronic documents. (CLO 3)

## Information Literacy

Ozark Christian College is committed to information literacy training. This training will be intentional, incremental, and missional. Students will learn to access, evaluate, and utilize pertinent information in their ministry preparation.

## ADA Accommodation

If you have a disability and are requesting an accommodation, please contact the Executive Director of admissions at 1-417-624-2518 x2006 as soon as possible.

## Course Policies

### ***OCC Student Email Address***

All Ozark Christian College students must use the official e-mail address provided by the college (lastname.firstname@my.occ.edu) to receive communication from the faculty and staff. The OCC student e-mail address may be forwarded to another e-mail service (e.g. yahoo.com or hotmail.com). **Email will be the professor's chosen method of communication with the student in this course, so check your email regularly.**

### ***Online Course Refund Policy***

Refunds of tuition and certain fees may be made upon official withdrawal of any student according to the table below. To receive a refund adjustment for any classes dropped, less an administration fee, the student should contact the office of

the Registrar at [mcmillin.jennifer@occ.edu](mailto:mcmillin.jennifer@occ.edu).

Week 1: Monday-Thursday	100% refund
Friday-Sunday	90% refund
Week 2: Monday-Thursday	75% refund
Friday-Sunday	50% refund
Week 3: Monday-Thursday	25% refund
Friday-Sunday	0% refund

### **Online Course Drop Policy**

Any online courses dropped during the first four (4) days of the course (by 5:00 pm CST on Thursday) will not be recorded on the student's transcript. Courses dropped after the fourth day, but before the sixth week of the course, will be recorded as a "W" on transcripts. A grade of "W" will not be calculated into the GPA but will impact financial aid Satisfactory Academic Progress. Courses cannot be dropped after the fifth week of class. Students must communicate their intention to drop an online course via email to the Registrar's Office.

### **Online Course Attendance**

Online courses often demand greater discipline and careful attention to details within a compressed period of time compared to on-campus courses. Students are strongly advised to remain in close contact with their online instructor in the event that they must be absent for a brief period of time. Attendance in online courses will be taken on a weekly basis. Students will be expected to actively participate according to the individual course syllabus.

Participation may include, but not be limited to: submitting written assignments, posting in graded forum discussions, completing exams, and written communication with the instructor directly related to the course. **Online students who do not participate in the above ways for seven consecutive days will be considered absent. Students are permitted a maximum of one absence.**

The following scenarios may negatively impact a student's academic record and financial aid opportunities.

1. Students who do not login within the first four days of an online course will be administratively dropped. They will receive a 100% refund but will be assessed a drop fee. Personnel from the Online Learning Office will contact students via their OCC student email account and current phone number to assist them prior to this deadline.
2. Any online student who misses twelve consecutive days will be contacted by the instructor via the student's OCC email account. The student will be given

48 hours to communicate their intentions. Those who do not respond, or who do not wish to continue in the course, will be dropped and will not receive a refund. Instructors will promptly convey this information to the Registrar's Office. If this occurs within the first five weeks of the course, a grade of "W" will be given. If after the fifth week, the student will receive a failing grade.

3. If online students acquire two non- consecutive absences, they will fail the course. For further explanation, please see current course catalog section, "Academic Policies."

### ***Assignment Submission***

All assignments will be facilitated through our Canvas course site. You may post replies to the discussions forums, as well as take quizzes and exams. For written assignments, save documents in either .doc, .docx, .pdf, or .rtf format (or as otherwise indicated by your instructor) and upload them to the Canvas site.

### ***Late Work***

Assignments are due on Thursday and Sunday by 11:59 pm Central Standard Time. Late work may or may not be accepted, at the discretion of the teacher. Any grade deductions will be assessed on a case-by-case basis. If you have a question about a particular assignment, please contact the teacher well ahead of the deadline.

### ***Responses to Your Work***

You may generally expect replies to personal communication (email, Canvas inbox) within 24-48 hours. For written assignments, the professor will endeavor to grade and give feedback within seven days of the due date.

### ***Academic Honesty***

Due the commitment of training men and women for Christian service and the commitment of educational excellence, academic integrity is our natural expectation. Compelling evidence of academic dishonesty (e.g. cheating or plagiarism) will be reported to the academic dean's office and the student development office. Penalties could range from failure of an assignment to suspension from college. Students should avoid dishonesty and irresponsibility at all costs.

### ***TurnItIn***

Ozark Christian College contracted with iParadigms, LLC for Turnitin® services to be used at the instructor's discretion. The Originality Check service allows students to submit a paper through Canvas to check for improper citation and potential plagiarism before it is submitted to the instructor. The Peer Review service allows students to submit assignments anonymously to peers for editing and feedback. Students agree that by taking this course all required papers may be subject to submission for textual similarity review to Turnitin.com for the detection of plagiarism. All submitted papers will be included as source documents in the Turnitin.com reference database solely for the purpose of detecting plagiarism of such papers. Use of the Turnitin.com service is subject to the Usage Policy posted on the Turnitin.com site.

## Required Course Tools/Connectivity

Successful participation in this course requires the student to possess or obtain (and know how to use) the following in addition to course books:

- One fully functional and adequately performing desktop or laptop computer, free of known viruses.
- A word processor that can publish or save into .doc, .docx, .pdf, or .rtf format.
- Access to your @my.occ.edu email address.
- Daily access to a reliable internet connection of at least 1MB/s speed.
- A webcam and mic (typically integrated on most laptops).

## Course Topic Outline

Module	Topics Covered	Hrs./Min. Covered
1	College Writing Skills	14.4hr.
2	Descriptive Writing	14.1hr.
3	Narrative Essay	14.7hr.
4	Extended Definition Essay	13.9hr.
5	Example/Illustration Essay	13.1hr.
6	Classification Essay	13.5hr.
7	Comparison/Contrast Essay	14.8hr.
8	Revision Skills	14.6hr.
Total Hours Students will Spend Working on Course		113.1hr.

## Grades

Below is a listing of assignments that comprise the 100% percentage points possible for this course.

Assignment	Grade
Essays (7 original and 1 revision)	60%
Reading Quizzes	10%
Graded Discussions	15%
Misc. Assignments & Activities	15%
Total	100%

## Grading Scale

Total Score	Course Grade	Value
100-95 points	A	4.0

94-93 points	A-	3.67
92-91 points	B+	3.33
90-87 points	B	3.00
86-85 points	B-	2.67
84-83 points	C+	2.33
82-79 points	C	2.00
78-77 points	C-	1.67
76-75 points	D+	1.33
74-72 points	D	1.00
71-70 points	D-	0.67
69-0 points	F	0.00
For further information on grading policies, refer to the college catalog.		