

San José State University
LLD/ENGL 100A: Writing Competency through Genres
Spring 2021

Course and Contact Information

Instructor:	Helen Meservey
Email:	Canvas message and/or helen.meservey@sjsu.edu
Office Location:	[Faculty Office Building 114] Virtual via Zoom for Spring 2021
Telephone:	408.924.4323 (during office hours only)
Office Hours:	11am-12pm (PT) Tuesday and Thursday and by appointment
Class Days/Time:	9-10:15am (PT) Tuesday and Thursday
Classroom:	Online via Zoom
Prerequisites:	Passed ENGL 1B or equivalent; taken WST at least once without passing.
Canvas:	http://sjsu.instructure.com

Course Description

LLD/ENGL100A 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

LLD/ENGL 100A is one course taught in two different departments: Linguistics and Language Development and English. It is designed with the goal of preparing you to succeed in 100W, in other upper division classes, and in your profession. You will have intensive practice in prewriting, drafting, revising, and editing academic writing. You will be 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* (25th Anniversary Edition), by Paulo Coelho, available at Spartan Bookstore and elsewhere. ISBN: 9780062315007
- Other readings as assigned, available via course [Files](#).

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.

You are encouraged to use the tutoring services on campus, but all work 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 own.

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 3 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 3 hours per unit per week with 1 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.

Portfolio Submission and Final Examination:
Thursday, April 29, 2021

Deliverables

Assignment	Description	Word count	Assessment
Rhetorical Analysis Essay	For this assignment you will 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 contributed to the purpose of the document.	1,500	Maximum 25 eligibility points
Discipline Investigation Essay	In this assignment, you will write a report about working in your major field. This report will describe an interview you will have with a professional in your chosen field; you will 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 sections of a full length work of fiction, <i>The Alchemist</i> , 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, include these journals in your portfolio.	2,000	Maximum 25 eligibility points
Cover Letter	This is a 1-2 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
Homework, quizzes, and participation	Your instructor determines how to assign these points to your class work and participation (see pp. 2, 3, 6).		Maximum 20 eligibility points
	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.		Maximum 100 points; minimum 70 points
Portfolio	The portfolio must include: <ul style="list-style-type: none"> • A clean, final draft of the cover letter – 200-300 words • A final, clean copy of two main assignments comprised of 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; • Five CRR journals. 	3,200 words of final, polished writing	Evaluated by two readers according to scoring rubric. Worth 70% of grade.

Assignment	Description	Word count	Assessment
Final Exam	An in-class, timed essay, common across all sections of 100A.	500 words	Scored by two readers according to scoring rubric. Worth 30% of grade.

Determination of Grades

LLD/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. • intelligently addresses assignment.
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

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.

Electronic resources such as laptops, tablets, and phones may be used during class only to compose select assignments, access course materials on Canvas, or capture images of curriculum on white board. Please be sure that ringers, buzzers, bells, alarms, social media, shopping channels, Netflix, 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

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 LLD/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

SJSU Peer Connections

Please see the [Peer Connections web page](https://peerconnections.sjsu.edu/) [https://peerconnections.sjsu.edu/] for virtual support during the Spring 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 (10th Street Garage, corner of 10th and San Fernando Street); on 1st 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 Spring 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 2020 semester.

The SJSU Counseling Services is located in the Student Wellness Center, 3rd Floor, Room 300B, (corner of 7th 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>.

LLD/ENGL 100A: Writing Competency through Genres, Section 2 Spring 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 done by the date on which they are listed.

Week	Date	Tuesday	Thursday
1	1/28	<i>Pre-instruction activities – no class</i>	Course introduction
2	2/2-4	Prep for Journal 1 Rhetorical Analysis assignment (RA), discourse communities, genres, and rhetorical analysis	In-class writing: Journal 1
3	2/9-11	The rhetorical situation Rhetorical strategies Rhetorical appeals HW: Read <i>The Alchemist</i> pp. 1-23, including Forward (pp. VII-X)	<i>The Alchemist</i> Rhetorical strategies activity HW: View Oprah’s interview with Paulo Coelho, Part I
4	2/16-18	Peer Review Workshop: RA Essay, First Draft	<i>The Alchemist</i> Body paragraphs
5	2/23-25	Conferences: RA Essay, Second Draft <i>No class</i> HW: Read <i>The Alchemist</i> pp. 45-67	
6	3/2-4	Prep for Journal 2 Discipline Investigation assignment (DI) HW: Read <i>The Alchemist</i> pp. 67-86	DUE: RA Essay, Semi-Final Draft In-class writing: Journal 2
7	3/9-11	Prep for Journal 3 HW: Read <i>The Alchemist</i> pp. 86-127 (note extra pages!)	In-class writing: Journal 3
8	3/16-18	Peer Review Workshop: DI Essay, First Draft	<i>The Alchemist</i> HW: Read <i>The Alchemist</i> pp. 127-148

<i>Week</i>	<i>Date</i>	<i>Tuesday</i>	<i>Thursday</i>
	3/23-25	Conferences: DI Essay, Second Draft <i>No class</i>	
10	3/29-4/2	Spring Recess <i>No class</i>	
11	4/6-8	Prep for Journal 4 HW: Finish <i>The Alchemist</i> , pp. 148-171	DUE: DI Essay, Semi-Final Draft In-class writing: Journal 4
12	4/13-15	Prep for Journal 5	In-class writing: Journal 5
13	4/20-22	Peer Review Workshop: Cover Letter	Portfolio Workshop Eligibility Notifications
14	4/27-29	Prep for Final Exam	DUE: Portfolio Final Exam
16	5/11-13	RESULTS CONFERENCES	
		Congratulations! Enjoy your summer break.	