



# NORTHWEST FLORIDA STATE COLLEGE

100 College Boulevard, E. • Niceville, FL 32578-1347 • (850) 678-5111 • [www.nwfsc.edu](http://www.nwfsc.edu)

## INSTRUCTOR INFORMATION

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- Professor: Kathryn Young
- Email: [younghuk@nwfsc.edu](mailto:younghuk@nwfsc.edu)
- Phone: 850-678-5111
- Office Hours: TBD
- Office Location: Niceville/500 Annex/RM 214

## INSTRUCTOR COMMUNICATION

Your NWFSC email is the official communication medium of the College. Please check your College email regularly for any class and College notifications. The instructor will respond within 24 hours.

## COURSE INFORMATION

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- Course Name and Number: ENC 1101 - 10409
- Class Location: Online
- Class Modality: Online
- Class Days: N/A
- Class Times: N/A
- Online Classroom with Gradebook: [Canvas class shell](#)
- Final Exam: TBD

## COURSE DESCRIPTION

This course introduces students to rhetorical concepts and audience-centered approaches to writing including composing processes, language conventions and style, and critical analysis and engagement with written texts and other forms of communication.

## COURSE-LEVEL STUDENT LEARNING OUTCOMES

### Florida Department of Education Student Learning Outcomes

1. Students will apply rhetorical knowledge to communicate for a range of audiences and purposes.
2. Students will employ critical thinking to analyze forms of communication.

3. Students will engage in writing processes that involve drafting, revising, and reflecting.

### **NWFSC Course-Level Student Learning Outcomes**

- Student composes formal assignments applying the conventions of Standard American English in written and/or oral communication.
  - What this means to you: You will improve your use of standard American English, which will help you succeed in other college courses and in your professional life after college.
  - How this will be achieved:
    - Discussion Boards, Peer Review, and various Essay assignments.
  
- Student understands and applies the concepts of purpose, audience, and rhetorical situation in written and/or oral communication.
  - What this means to you: You will consider who your audience is and what the writing situation calls for in order to communicate clearly and persuasively with your reader/audience. This is another skill essential to success in other college courses and in your professional life after college.
  - How this will be achieved:
    - Discussion Boards, Peer Review, and various Essay assignments.
  
- Student applies basic principles of logic and critical thinking as evidenced through written and/or oral communication.
  - What this means to you: Being confident in your writing and critical thought not only improves your ability to effectively communicate for this course, but for other courses that depend on critical thought. Being able to write your position clearly and thoughtfully will highlight your thinking and perception on a variety of topics.

### **COURSE PREREQUISITES**

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of “C” or better, or exemption from placement testing.

### **COURSE MATERIALS**

The Norton Field Guide to Writing with Readings and Handbook, 7th edition. Edited by Richard Bullock, Maureen Daly Goggin, and Francine Weinberg. Norton, 2022.

## **ASSIGNMENTS, GRADING SCHEME AND PROCEDURES**

### **Assignments**

Assignment Category	Points/Percentage of Grade	Due Date
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The assignments are as follows:		Assignments will be due on Sunday nights by 11:59p.m. unless otherwise noted*
Essay #1 Including: Revision Assignment (50) Final Draft (100)	150 pts	
Essay #2 Including: Outline (Extra Credit 5) Rough Draft (50) Peer Review (50) Final Draft (100)	200 pts (5 pts Extra Credit)	
Essay #3 Including: Outline (Extra Credit 5) Rough Draft (50) Peer Review (50) Final Draft (125)	225 pts (5 pts Extra Credit)	
Works Cited Assignment (50)	50 pts	
Essay #4 Including: Outline (Extra Credit 5) Rough Draft (50) Annotated Bibliography (75) Final Draft (150)	275 pts (5 pts Extra Credit)	
Discussions x3 (50)	150 pts	
Introduction Assignments: Syllabus Agreement (5) Introduction Discussion (50) Attendance Quiz (5) Questionnaire (25)	85 pts	
Final Reflection	125	
Total	1,210 pts	

If you earn an 'A' by semesters end, you will be excused from the final reflection.

#### Grading Scheme

Grade	Range
A	90 – 100 %
B	80 – 89 %

C	70 – 79 %
D	60 – 69 %
F	59 and less %

### MAKE-UP WORK

I understand that circumstances may arise that can hinder a student’s ability to come to class and/or submit assignments on time. Attendance in class is greatly encouraged, as each class will review the material and engage in class discussion. If you are unable to attend class, please let me know via email. If you are not sure if your assignment will be in on time, the following late work policy is in place:

1. **Grace Period:** Students are allowed a **two-day grace period** following the original due date of an assignment. During this period, no penalties will be applied.
2. **Late Submission Penalties:** After the two-day grace period, assignments submitted late will incur a penalty of **5 points per day** for each additional day until the assignment is submitted.
3. **Extension Requests:** Students who anticipate needing more time due to unforeseen circumstances are encouraged to email the instructor to request an extension. If an extension is granted, students will not incur any point deductions.
4. **Communication:** It is the student’s responsibility to communicate with the instructor regarding any extension requests or late submissions as soon as possible.

Students are encouraged to manage their time effectively and reach out for assistance when needed to ensure successful completion of all assignments.

### ATTENDANCE

### STUDENT EXPECTATIONS AND RESOURCES

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NWFSC aims for excellence in education and scholarly pursuits. Campus policies and procedures support this goal by protecting the health, safety, welfare, and property of the College and its students. To view all campus policies, please see the [college catalog](#). Several essential policies are provided below.

NWFSC POLICY	DESCRIPTION
<a href="#">Academic Integrity</a>	Students are expected to behave responsibly as members of the College community and be honest and forthright in their academic endeavors. They are also expected to behave professionally and refrain from disrupting other students’ learning environments.

<a href="#"><u>Accommodations</u></a>	The <a href="#"><u>Accommodation Resource Center</u></a> at Northwest Florida State College is committed to providing equal access and opportunities for educational success to all students with disabilities as guided by the American Disabilities Act and other disability-related laws.
<a href="#"><u>Attendance</u></a>	Regular attendance and participation in the course is expected.
<a href="#"><u>Tutoring Services</u></a>	Tutoring services are available in person and online.
<a href="#"><u>Counseling Services</u></a>	All actively enrolled students can receive an initial assessment and up to five therapeutic sessions with a Behavioral Health provider at no cost to the student.
<a href="#"><u>Student Code of Conduct</u></a>	Students are expected to adhere to the rules, regulations, and policies outlined in the Student Code of Conduct.
<a href="#"><u>Student Complaints</u></a>	NWFSC desires to resolve student grievances, complaints, and concerns expeditiously, fairly, and in an amicable manner. A student who desires to resolve a grievance may initiate the resolution process using the information in the link provided to the left.
<a href="#"><u>Student Rights and Responsibilities</u></a>	Understanding your role as a student.

## OTHER IMPORTANT INFORMATION

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### TECHNICAL SKILLS AND SPECIALIZED TECHNOLOGY

This course is entirely online. Students must provide their device(s) to access and complete this class online. In addition to baseline word processing skills and sending/receiving emails with attachments, students will be expected to search the Internet and upload/download files. If you encounter technology challenges using course resources in the Learning Management System, email the Center for Innovative Teaching and Learning at [online@nwfsc.edu](mailto:online@nwfsc.edu) or call 850-729-6464.

### EMERGENCY COLLEGE CLOSURE

This course's schedule, requirements, and procedures are subject to change in the event of unusual or extraordinary circumstances. If the College closes for inclement weather or another emergency, any exams, presentations, or assignments previously scheduled during the closure period will automatically be rescheduled for the first regular class meeting held once the college reopens. If changes to graded activities are required, students will not be penalized due to the adjustments but will be responsible for meeting revised deadlines and course requirements.

### **ACADEMIC INTEGRITY TOOLS**

Northwest Florida State College subscribes to **Turnitin**, an online plagiarism detection and prevention service. By enrolling in this class, students consent to upload their papers to Turnitin, where they will be checked for plagiarism. Papers submitted to **Turnitin** may be saved as source documents within these databases to detect plagiarism in other papers. Please note: All assignments submitted in this course are analyzed for plagiarism and originality.

- Due to the new updates via generative AI, all sources used for essays 3 and 4 must be verified.
- Generative AI can be used in class to help outline and assist with sentence structure and feedback, and we will review the best practices for AI usage in composition.
- The goal for students to use tech in class can only be reached if students prove to instructors that academic integrity can be attained.
- Generative AI cannot and should not be used as a crutch, as it is merely an algorithm. It is known to generate incorrect quotations and Works Cited entries; hence any source that cannot be verified in the assignments will not be accepted.
- Reused papers are not permitted

### **ACADEMIC CONTINUITY PLAN**

NWFSC is dedicated to protecting the health and well-being of its students, staff, and faculty. The College is dedicated to working with faculty and students to ensure timely course and program completion during emergencies. In the event of a College closure, the format of this course may be modified to enable completion of the course through other means, including but not limited to online course delivery through online classrooms. Check your RaiderNet College email and LMS classroom online for any updates.

### **WELCOME TO CLASS**

I'm so excited to get this term started!

Here are some words of advice from previous ENC1101 students regarding this course:

"I cannot find words that other classmates haven't already used to describe you. Amazing, patient, helpful, kind, understanding... I am beyond grateful for you and your genuine desire for your students to actually learn. Writing is by far the hardest thing for me and you made me feel like I wasn't an idiot which helped so much. Future students... Do not be afraid to ask for help. Writing can be difficult but do the reading provided and ask questions if needed."

"I want to say Thank you for everything, you are a wonderful instructor, my advice for future students, if you listen to the video and read the instructions you will learn so much."

"My advice for students is use the outlines - that helped me out so much."

"Thank you so much for being so patient on the weeks that I was so freaked out by the work overload. I was so afraid to take this class because writing is my kryptonite, but you made it waaaaayyy easier than what I was expecting!"

Thank you for choosing NWFSC for your education—and welcome to class!