PURPOSE OF COURSE:

1. To acquire a knowledge of methods of essay writing with emphasis on logical thinking using the following techniques: exemplification, comparison/contrast, classification, cause effect, argumentation, and definition.

2. To become acquainted with the process of writing a documented research paper using the MLA parenthetical format.

3. To become cognizant of other related writing skills.

REQUIRED TEXTS:


COURSE REQUIREMENTS:

1. Class attendance is required. Excessive tardies and absences may result in lowered grades, withdrawal or failure of the course, as stated in your college catalog.

2. Reading of assigned materials and completion of daily assignments.

3. Five essays of approximately 3 typed pages to be written in class on computers using MLA format.

   Essay assignments will be given at the beginning of the week. Final drafts will be submitted on the day due per schedule attached. You will bring an outline or a rough draft to class and write your essay on the computer during class time.

4. One research paper (4-5 pages of body) using MLA format.

   Research will be done out of class, but final drafts will be written on the computers during class time.

5. Required materials: blue or black ink pens, a paperback dictionary, white 3x5 and 5x7 lined index cards, a computer flash drive.
GRADING:

To receive credit for ENC 1101, you must complete all of the assignments and earn a "C" average. Your final grade will be an average of the essays, the research paper, and daily assignments. Late papers will be penalized (Five points per day late). No work will be accepted after one week of due date. No incomplete grades.

Grading Scale:

- 90-100 = A
- 80-90 = B
- 70-80 = C
- 60-70 = D
- Below 60 = F

IMPORTANT COLLEGE POLICIES:

Accommodations for Special Needs Students

If you have special needs for which accommodations may be appropriate to assist you in this class, please contact the Office of Services for Students with Special Needs in Building C-1 on the Niceville Campus, or call 729-6079 (TDD 1-800-955-8771 or Voice 1-800-955-8770).

Student Rights, Responsibilities, and Academic Integrity

Students are responsible for adherence to all college policies and procedures, including those related to academic freedom, cheating, classroom conduct, and other items included in the NWFSC Catalog and Student Handbook 2010. Students should be familiar with the rights and responsibilities detailed on pp. 29-33. Plagiarism, cheating or any other form of academic dishonesty is a serious breach of student responsibilities and may trigger consequences which range from a failing grade to formal disciplinary action.

Cell Phone/Electronic Communication Devices

Cell phones, pagers and other such electronic devices must be turned off during class time. Communication by electronic device during class is strictly prohibited unless expressly designated as part of the learning activities. Use of electronic communication devices during examinations or other graded activities may constitute grounds for disciplinary action. Where emergency or employment situations require access to electronic communication services, arrangements may be made in advance with the instructor.