

# ENC 1101: Expository and Argumentative Writing

## Fall 2022

**General Education: Composition (C), 6,000 words**

Class Numbers: 12904

Instructor: TBA

Email: TBA

Office Hours and Location: TBA

Class meeting days/periods: TR Period 2-3,3 MAT 108

### Course Description

Improving the world happens when people identify problems, come to deeply understand their complexities, and initiate change. To do so, there is a need to develop rhetorical literacy of public communication and a need to develop methods of communicating to public audiences, stakeholders, and decision-makers. This course examines the rhetorical and practical elements of writing effective arguments for contemporary public and academic audiences

Throughout the course, students will establish how rhetoric and argumentation affect change, how to communicate with varied audiences who have different stakes in change, and how to present a well-reasoned, strongly-supported, and clearly-expressed arguments. Within the course theme, students will explore a problem within their sphere through different forms of argumentation and different genres. Throughout the semester, students will also learn to incorporate multi-modal elements to their written work.

As students practice their argumentative skills through the semester, they will also improve their critical thinking through reading, writing, and discussion, and will attend to basic research skills, including documentation and avoiding plagiarism. Additionally, students will examine and practice academic conventions of word choice, sentence structure and variation, and paragraph formation.

### Goals and Objectives

By the end of ENC 1101, students will be able to

- plan, draft, revise, edit, and proofread forms of argumentative essays
- read, write, and think critically
- adapt writing to different audiences, purposes, and contexts
- use evidence to effectively support argumentative claims or theses
- write an organized, logical argument
- avoid plagiarism
- write coherent, cohesive, and clear paragraphs
- create direct, grammatically correct sentences
- demonstrate a clear, graceful writing style

### ENC 1101 and General Education Learning Objectives

Composition courses provide instruction in the methods and conventions of standard written English (i.e. grammar, punctuation, usage) and the techniques that produce effective texts. Composition courses are writing

intensive, require multiple drafts submitted to the instructor for feedback prior to final submission, and fulfill 6,000 of the university's 24,000-word writing requirement.

By the end of this general education Composition course, students should be able to

- Demonstrate rhetorical awareness by producing writing styles, approaches, and formats that successfully adapt writing to different audiences, purposes, and contexts.
- Effectively revise and edit their own writing and the writing of others.
- Organize complex arguments in writing, using thesis statements, claims, and evidence.
- Employ logic in arguments and analyze their own writing and the writing of others for errors in logic
- Write clearly and concisely remaining consistent with the conventions of standard written English
- Employ effective thesis sentences and convincing claims, evidence, and logic in arguments.
- Effectively read and annotate texts.

To satisfy the General Education requirement for Composition (C) and to receive the 6,000-word University Writing Requirement credit (E6), students must earn a C or above. **A grade of "C-" will not confer credit for the University Writing Requirement or the CLAS Composition (C) requirement.**

## Required Texts

This course participates in the UF All Access program. Login at the following website and opt-In to gain access to the UF All Access course materials - <https://www.bsd.ufl.edu/AllAccess> – UF All Access will provide the required materials digitally at a reduced price, and the charge will be posted to your student account. This option will be available starting one week prior to the start of the semester and ends three weeks after the first day of class.

Using UF All Access is not required, but due to the digital connection between *The Little Seagull Handbook* and our Canvas course, that text must be purchased digitally one of the following options: (1) purchase this book through UF All Access, (2) purchase this book from the publisher through the link on the Canvas course, or (3) purchase an access code and enter it through the link on the Canvas course.

Textbook:

**Lunsford, Andrea & Michael Brody. *Everyone's An Author*. 3<sup>rd</sup> ed. W.W. Norton & Company, 2020.**

Writing Handbook:

**Bullock, Richard, Michal Bordy, and Francine Weinberg. *The Little Seagull Handbook*, 3<sup>rd</sup> ed. New York: W.W. Norton & Co., 2017. Digital.**

**Note:** The digital and new printed version of *Everyone's an Author* come with *The Little Seagull Handbook*.

## Assignment Descriptions (Total Points Possible: 1000)

### Personal engagement in a public conversation (300 words; 50 points)

Students write an op-ed or call-in statement to a decision-maker that covers personal testimony or impact about an issue in their community. This assignment can be completed as a document or audio recording (with

transcript). This assignment requires at least one authoritative source for support (for example, a statistic or a commiserate statement).

**Issue Prospectus (500 words; 100 points)**

Students write a prospectus of the problem that includes the questions that need to be answered, the importance of finding a solution, personal interest or stake in the subject matter, and a list of 5 authoritative sources with annotations.

**Causal Analysis (1500 words; 150 points)**

Students use research and logical reasoning to write an analysis of either what caused a problem or projects what potential impact/effect(s) the problem could have on the community.

**Evaluation of Solutions (1500 words; 150 points)**

Students evaluate at least two solutions according to a developed set of reasonable criteria for the context, ending with a brief comparison and possible recommendation for one, the other, or for seeking a new solution.

**Writing Self-Assessment (400 words; 100 points)**

Looking back at their writing thus far, students will analyze their progress and development in the course. Specifically, students will identify areas of their writing that need work and describe a plan for improvement.

**Proposal (1800 words; 200 points)**

For the final paper, students will propose a solution to the problem they've been working with all semester. This solution includes a problem statement that details what the problem is and justifies its importance, supported by authoritative sources, and a detailed solution that is feasible—paying particular attention to rhetorical scope, audience, and logical organization.

**Peer Review (4@20 points = 80 points)**

Students will participate in peer review for each paper by providing a complete draft and giving useful feedback.

**Homework, Quizzes, & In-Class Activities (170 points)**

Students will be evaluated based on participation in class discussion and activities, submission of work on time, as well as attendance. Students will have short quizzes after unit readings as well as in-class activities. This grade is at the discretion of the instructor, but the student may inquire about their participation grade at any time.

**Optional Revision**

*Students will be offered the opportunity to revise the **Personal Engagement in a Public Conversation, Causal Analysis, or Evaluation of Solutions**. See assignment in Canvas for requirements and deadline.*

## Grading & Course Credit Policies

Grading for this course will be rigorous. If an assignment illustrates disregard for spelling, grammar, citation guidelines, or a general carelessness in the writing, the assignment will be failed. Students should not rely on the instructor for copy-editing, even on drafts.

The writing assignments for this course are designed to meet the minimum requirements of the University Writing Requirement credit. To satisfy this requirement, **every** assignment's word count must be fulfilled.

**Submitted assignments short of the minimum word count will receive zero credit.**

## Grading Scale

A	4.0	94-100	940-1000	C	2.0	74-76	740-769
A-	3.67	90-93	900-939	C-	1.67	70-73	700-739
B+	3.33	87-89	870-899	D+	1.33	67-69	670-699
B	3.0	84-86	840-869	D	1.0	64-66	640-669
B-	2.67	80-83	800-839	D-	0.67	60-63	600-639
C+	2.33	77-79	770-799	E	0.00	0-59	0-599

## Assessment Rubric

The instructor will evaluate and provide feedback on the student's written assignments with respect to content, organization and coherence, argument and support, style, clarity, grammar, punctuation, and mechanics. In order to confer credit for the University Writing Requirement, the following rubric will be used for all assignments. More specific rubrics and guidelines applicable to individual assignments may be delivered during the semester.

	SATISFACTORY (Y)	UNSATISFACTORY (N)
CONTENT	Papers exhibit evidence of ideas that respond to the topic with complexity, critically evaluating and synthesizing sources, and provide an adequate discussion with basic understanding of sources.	Papers either include a central idea(s) that is unclear or off- topic or provide only minimal or inadequate discussion of ideas. Papers may also lack sufficient or appropriate sources.
ORGANIZATION AND COHERENCE	Documents and paragraphs exhibit identifiable structure for topics, including a clear thesis statement and topic sentences.	Documents and paragraphs lack clearly identifiable organization, may lack any coherent sense of logic in associating and organizing ideas, and may also lack transitions and coherence to guide the reader.
ARGUMENT AND SUPPORT	Documents use persuasive and confident presentation of ideas, strongly supported with evidence. At the weak end of the satisfactory range, documents may provide only generalized discussion of ideas or may provide adequate discussion but rely on weak support for arguments.	Documents make only weak generalizations, providing little or no support, as in summaries or narratives that fail to provide critical analysis.
STYLE	Documents use a writing style with word choice appropriate to the context, genre, and discipline. Sentences should display complexity and logical structure.	Documents rely on word usage that is inappropriate for the context, genre, or discipline. Sentences may be overly long or short with awkward construction. Documents may also use words incorrectly.
MECHANICS	Papers will feature correct or error-free presentation of ideas. At the weak end of the satisfactory range, papers may contain a few spelling, punctuation, or grammatical	Papers contain so many mechanical or grammatical errors that they impede the

	errors that remain unobtrusive and do not obscure the paper’s argument or points.	reader’s understanding or severely undermine the writer’s credibility.
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## Course Policies

### Absences & Late Work

The university policies on absences can be found at <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>.

Attendance is required. The policy of the University Writing Program is that if students miss more than **six periods** during the term, they will fail the entire course. Double periods count as two absences. The UWP exempts from this policy only those absences due to university-sponsored events, such as athletics and band, religious holidays, quarantine, illness, or serious family emergencies. For absences due to quarantine or illness, instructors may require a signed doctor’s note.

All due dates are provided at the beginning of the semester. For university-sponsored events covered in the UF attendance policy and religious holidays, please plan accordingly. When possible, students should plan to turn the work in before the deadline. If students must submit work past the due date/time, they should contact instructor as soon as possible to work out an acceptable deadline.

Failure of technology is not an excuse.

Students should contact the instructor or, when applicable, the Dean of Students Office (<http://umatter.ufl.edu>) to make them aware of the documented illness or emergency.

### Plagiarism

Plagiarism is a serious violation of the Student Honor Code. The Honor Code prohibits plagiarism and defines it as follows:

Plagiarism. A student shall not represent as the student’s own work all or any portion of the work of another. Plagiarism includes but is not limited to:

1. Quoting oral or written materials including but not limited to those found on the internet, whether published or unpublished, without proper attribution.
2. Submitting a document or assignment which in whole or in part is identical or substantially identical to a document or assignment not authored by the student.

University of Florida students are responsible for reading, understanding, and abiding by the entire Student Honor Code, which can be found at <https://sccr.dso.ufl.edu/students/student-conduct-code/>.

**Important Tip:** Students should not copy and paste something from the Internet without providing the exact location from which it came.

## Recording Policy

Class lectures may only be recorded for purposes defined by House Bill 233/Section 1004.097. A class lecture does not include academic exercises involving student participation, assessments (quizzes, tests, exams), field trips, private conversations between students in the class or between a student and the faculty or lecturer during a class session.

A recording of a class lecture may not be published without the consent of the lecturer. Publish is defined as sharing, transmitting, circulating, distributing, or providing access to a Recording, regardless of format or medium, to another person (or persons), including but not limited to another student within the same class section. A recording, or transcript of the recording, is considered to be published if it is posted on or uploaded to, in whole or part, any media platform, including but not limited to social media, book, magazine, newspaper or leaflet. A student who publishes a recording without written consent may be subject to a civil cause of action instituted by a person injured by the publication and/or discipline under UF Regulation 4.040 Student Honor Code and Student Conduct Code.

## Working With Others

Participation with classmates is a crucial part of success in this class. Students will be expected to participate in small group discussions and provide constructive feedback about their peers' writing during the peer reviews.

## Paper Maintenance Responsibilities

Students are responsible for maintaining copies of all work submitted in this course and retaining all returned, graded work until the semester is over. Should the need arise for a resubmission of papers or a review of graded papers, it is the student's responsibility to have and to make available this material.

## Mode of Submission

All papers will be submitted as MS Word (.doc, .docx) documents to Canvas. Final drafts should be polished and presented in a professional manner. Papers without other formatting guidelines must be in 12-point Times New Roman or Calibri font, double-spaced with 1-inch margins and pages numbered unless otherwise instructed.

## Course Evaluations

Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at <http://evaluations.ufl.edu>. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at <https://evaluations.ufl.edu/results>.

## Writing Studio

The University Writing Studio is located in Turlington 2215 (currently having online-only appointments) and is available to all UF students. Free appointments can be made up to twice a week. See <https://writing.ufl.edu/writing-studio/> to learn more.

## Students with Disabilities

The University of Florida complies with the Americans with Disabilities Act. Students requesting accommodation should contact the Students with Disabilities Office, Reid Hall. That office will provide documentation to the

student whom must then provide this documentation to the instructor when requesting accommodation. Visit <https://drc.dso.ufl.edu/> for more information.

### Students in Distress

Students should contact U Matter We Care or the Dean of Students Office for any personal, medical, and academic issues.

U Matter We Care: <http://umatter.ufl.edu>, [umatter@ufl.edu](mailto:umatter@ufl.edu), 352-294-2273 (CARE)  
 Dean of Students: <https://dso.ufl.edu/>, 202 Peabody Hall, (352) 392-1261

## Course Schedule

*This schedule is only a guide and is subject to change.* The course calendar on Canvas will have the most up-to-date information.

Textbook readings are abbreviated as EA (*Everyone’s an Author*) and LSH (*The Little Seagull Handbook*). Chapters listed without page numbers require reading the entire chapter. Chapters listed with page numbers indicate only those pages required.

### Unit 1: Rhetorical Awareness

<i>Week/Date</i>	<i>Topic</i>	<i>Readings</i>	<i>Assignments</i>
<i>Week 1: 8/24-26</i>	Intro to course, rhetorical contexts	EA: “The need for rhetoric and writing” (p.xxix-xxxiv) “The need for rhetoric and writing” (p.1-4) Ch. 1: Thinking Rhetorically LSH: W-1 Rhetorical Contexts	
<i>Week 2: 8/29-9/2</i>	Reading rhetorically, Writing Process	EA: Ch. 9 Managing the Writing Process LSH: W-3 Reading Strategies W-9 Rhetorical Analyses W-4a, b, c: Writing Processes, Generating Ideas, Developing a Tentative Thesis, and Organizing and Drafting	<b>Personal Engagement in a Public Conversation</b>

### Unit 2: Rhetorical Analysis

<i>Week/Date</i>	<i>Topic</i>	<i>Readings</i>	<i>Assignments</i>
<i>Week 3: 9/5-7</i>  <i>No classes on Mon. 9/5 – University Holiday (Labor Day)</i>	Argument, Rhetorical Situations	EA: Ch. 3 Rhetorical Situations Ch. 14 ‘Let’s Take a Closer Look’: Writing Analytically (p. 229-251 & p.262-271) Ch. 12 "Arguing a Position" (p. 143-161) LSH: W-8 Arguments	

		W-2 Academic Contexts	
<i>Week 4: 9/12-16</i>	Genres, Research, and Composing Arguments	EA: Ch. 11 Choosing Genres Ch. 20 Starting Your Research Ch. 34 Designing What You Write (p.757-759) Ch. 32 How to Craft Good Sentences (p.694-696) LSH: R-1 Doing Research	
<i>Week 5: 9/19-23</i>	Designing and Composing	EA: Ch. 4 Meeting the Expectations of Academic Writing Ch. 5 Writing and Rhetoric in the Workplace Ch. 18 Analyzing and Constructing Arguments (p.411-440) LSH: S-1 Elements of a Sentence S-2 Sentence Fragments S-7 Parallel Structure E-1, 1a Editing Sentences, Fragments W-6, a, b Design Elements	<b>Issue Prospectus</b>

### Unit 3: Cause and Effect

<i>Week/Date</i>	<i>Topic</i>	<i>Readings</i>	<i>Assignments</i>
<i>Week 6: 9/26-30</i>	Causal Arguments	EA: Ch. 14 "Causal Analysis," (p. 246-247) and "If you're analyzing causes" (p.266-267) Ch. 19 "Cause/Effect" (p. 453-455) Ch. 8 Distinguishing Facts from Misinformation Ch. 7 Annotating, Summarizing, Responding Ch. 21 Finding Sources LSH: W5, W5 a and b Paragraphs: Focusing on the Main Point and Developing the Main Point	
<i>Week 7: 10/3-7</i>	Research	EA: Ch. 22 Keeping Track/Managing Information Overload Ch. 23 Evaluating Sources Ch. 24 Annotating a Bibliography Ch. 35: Writing in Multiple Modes through	



		"Considering Your Rhetorical Situation" (p.776-779) and "Blogs" (p.781-784) LSH: R-2 Evaluating Sources W-16 Annotated Bibliographies W5, W5c, d, and e Paragraphs: Making Paragraphs Flow, Starting a New Paragraph, and Writing Opening and Closing Paragraphs	
<i>Week 8: 10/10-14</i>	Synthesizing ideas, quoting, paraphrasing, summarizing	EA: Ch. 25 Synthesizing Ideas Ch. 26 Quoting, Paraphrasing, Summarizing Ch.27 Giving Credit, Avoiding Plagiarism Ch. 29: APA Style "In-text Documentation" (p.621-624) and "Reference List" (p.625-626, then use p.626-644 as reference) LSH: W-10 Reports L1, L2, L4, and L6 Appropriate, Precise, and Unnecessary words, and Words Often Confused	<b>Causal Analysis</b>

### Unit 4: Evaluation

<i>Week/Date</i>	<i>Topic</i>	<i>Readings</i>	<i>Assignments</i>
<i>Week 9: 10/17-21</i>	Arguments of Evaluation, exploring solutions	EA: Ch. 16 'Two Thumbs Up': Writing a Review (p.328-344; 356-361) Ch. 34 Designing What You Write: Choosing Fonts, Adding Headings, and Using Color (p.760-763)	
<i>Week 10: 10/24-28</i>	Clear and inclusive language	LSH: P-1 Commas E-5 Editing Commas L-9, L-10, & L-11 Inclusive Language S-6 Pronouns	<b>Evaluation</b>

### Unit 5: Reflection

<i>Week/Date</i>	<i>Topic</i>	<i>Readings</i>	<i>Assignments</i>
<i>Week 11: 11/7-11/11</i>	Reflection	EA: Ch. 37 Assembling a Portfolio "Reflecting on Your Writing" and "A Sample Portfolio"	<b>Writing Self-Assessment</b>

		Statement" (p.812-814) LSH: W-15 Reflections W-4e Taking Stock and Revising W-4f Editing and Proofreading E-1 through E-6 Editing the Errors That Matter	
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### Unit 6: Proposal

<i>Week/Date</i>	<i>Topic</i>	<i>Readings</i>	<i>Assignments</i>
<i>Week 12: 11/14-11/18</i>	Proposal arguments	EA: Ch. 17 "Making a Proposal" (p. 371-382) LSH: W-14 Proposals	
<i>Week 13: 11/21</i>	Researching Authoritative Voices	LSH: R-3 Synthesizing Ideas APA Style (p.201-231)  No Classes 11/23-25– University Holiday (Thanksgiving)	
<i>Week 14: 11/28-12/2</i>	Communicating solutions	EA: Ch. 17 "Making a Proposal" (p. 391-404) Ch. 12 Strategies for Supporting an Argument "Problem/Solution" (p.469-470)	
<i>Week 15: 12/5-7</i>	Composing a proposal		<b>Proposal</b> <b>Optional Revision</b> GatorEvals