

Fall 2019

# HUM 101-013: Writing, Speaking, Thinking I

Elsa Sjunneson-Henry

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## **SAMPLE: Humanities 101: Writing, Speaking, Thinking**

**Professor** Elsa Sjunneson-Henry

**Office Hours:** MW by appointment

**Phone:** N/A

**Office:** Writing Center & Cullimore

**Email:** elsa@njit.edu

**Term:** Fall 2019

### **Course Description**

HUM 101 is an introduction to college-level writing. In this course, students are introduced to *writing's rhetorical dimensions*; they are asked to consider the *purpose, audience, occasion, and genre* that are called for in a variety of writing, speaking, or visual assignments. The course also focuses on the writing processes, asking students to brainstorm topics, to write drafts, and to revise their writing based on reflection and peer feedback. Writing and reading go hand-in-hand, so students are asked to read challenging articles, essays, and prose, and to consider paintings, films, or other visual compositions. Academic writing begins from the assumption that written, visual, and spoken texts can be in conversation with each other. Thus, the readings serve as both models of effective communication and as beginning places for students' own arguments and analyses.

### **Prerequisites**

Permission of the Humanities Department is required. Entrance is determined by placement score or completion of HUM 099 with a grade of C or better.

### **Course Goals**

During this course you will:

- Gain knowledge of writing's rhetorical dimensions
- Use writing as a tool for critical thinking and reflection
- Practice writing as a process by using various brainstorming, invention, revision, and editing strategies
- Write in several genres that utilize analysis, reflection, narrative, critique, and argument skills
- Practice using the conventions of written, spoken, and visual composition
- Practice writing and creating in digital environments

## **REQUIRED AND/OR SUPPLEMENTAL COURSE MATERIALS**

- O’Neill, Megan. *HUM 101: Introduction to Academic Writing 2019-2020*. Newark: NJIT, 2019.
- Some course materials (readings, videos, podcasts, images, etc.) will be available via web link or by download from the course Canvas page.
- A FREE e-subscription to *The New York Times* (see info below).
- A college-level **dictionary/thesaurus** (can be a free downloaded app)
- A **notebook and writing instrument (pen/pencil)** to take notes in class
- A **writing instrument that is a color other than red** to make notes on peer response papers
- A laptop for writing.

## Register with *NYTimes* for your FREE subscription:

**REGISTER:** All users must first register at [NYTimes Group Pass](#) using their **NJIT email address**.

**CONNECT:** Once you have a login you can connect directly to [NYTimes.com](#) on the web from any device.

- You may also download and use *NYTimes* apps on other devices, using this same login.
- To search the archive all the way back to 1851, you must use a browser rather than the mobile app.

**EXPIRATION:** Your account will expire within a year from initiation and renewal will be required through the same Group Pass URL.

**PREFERRED BROWSERS:** Use Chrome or Firefox.

Access to The OWL at [owl.english.purdue.edu](http://owl.english.purdue.edu)

## Assignments & Assessment

Your grade breakdown is as follows:

Attendance, Participation, & Homework	10%
Diagnostic Essay (not graded but required)	0%
Essay 1	25%
Essay 2	30%
Essay 3	25%
Oral Presentation	10%

## NJIT's Grading Scale:

A = 100-90	B+ = 89-87	B = 86-80	C+ = 79-77	C = 76-70	D = 69-60	F = 59-0
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## Canvas

Access to all assignments, some readings, and class forums will be provided via the course Canvas site, located at <https://canvas.njit.edu/>

**Please log into Canvas regularly to make sure you stay up-to-date with our class. All assignments must be submitted through Canvas.**

Keep in mind that Canvas is new to NJIT, and Professor Sjunneson is still learning the ropes.

## Attendance

Attendance is a valued part of the educational process. There will be class discussion, as well as online participation opportunities available to you. If you are sick, or if you have a chronic illness, please reach out to me via email at your earliest convenience.

You may miss up to 6 classes without penalty. Every subsequent unexcused absence will result in the deduction of participation points. Students who expect to miss class for religious observances must submit to me a written list of dates that will be missed by September 11, 2019 (per university policy). More than six unexcused absences (three weeks of the course) can result in the automatic failure of the course.

Excused Absences Include:

- An absence cleared through the Dean's Office
- Religious Observances (which must be submitted to me in writing BEFORE the religious observance occurs)
- Illness with a doctors note

**Please contact your classmates for missed work.**

### **Assignment Submission**

All assignments must be submitted electronically. I will *not* accept printed pages, unless we have a preapproved agreement – in which case you must abide by my accessibility requirements as a low vision instructor. (14pt font, double spaced, serifed font)

### **Late Work**

Essays are due by Friday at 7pm on a week when an essay is due on Canvas or in my inbox on google drive. I begin grading over weekends. 10% comes off the top of any essay that is not in before Monday morning.

### **Communication**

If you need to reach me, please use email. I will respond to your emails within 24 hours. Please plan accordingly.

Additionally, your e-mails must include your name, and class section.

I do not take phone conversations, but can schedule google hangout meetings if needed.

### **Classroom Behavior**

Cell phones should not be used during class unless needed for a specific activity (e.g. monitoring a family situation, adjusting hearing aid settings, monitoring health conditions) Please set them to silent as a courtesy to your classmates and instructor.

Laptops are allowed for notetaking, and for in class work. Please respect the classroom and do not surf the web or use facebook chat/slack/etc during class hours.

I ask that my students do not eat food during our classtime. If this is an issue, please speak with me.

### **NJIT University Code on Academic Integrity**

The New Jersey Institute of Technology is an institution dedicated to the pursuit of knowledge through teaching and research. We expect our graduates to assume

positions of leadership within their professions and communities. Honesty in your academic work will develop into professional integrity.

The NJIT Code of Academic Integrity embodies a spirit of mutual trust and intellectual honesty that is central to the very nature of the university and represents the highest possible expression of shared values among the members of the university community.

All assignments submitted shall be considered "graded work" and all aspects of your coursework are covered by the Code on Academic Integrity. All projects and homework assignments are to be completed individually unless otherwise specified.

The full text of the NJIT University Code on Academic Integrity can be found at [www.njit.edu/education/pdf/academic-integrity-code-pdf](http://www.njit.edu/education/pdf/academic-integrity-code-pdf).

## **Accessibility**

### **For Students:**

If you are a student with a disability please see me as early as possible to discuss your necessary accommodations. I understand that your needs may not be static and may change throughout the semester. Please contact me as necessary throughout the term.

Student Disability Services is reachable at 973-596-3420. Feel free to have them work with me to negotiate your accommodations if that is most comfortable for you.

If you are struggling with mental health or issues not related to classwork, please avail yourself of the NJIT Counseling services which can be found in Campbell Hall Room 205.

### **For me:**

As is obvious in class, I am blind, and wear hearing aids. I am accompanied by a guide dog. I have few requirements, but they are imperative.

I may ask you to speak up, this does not mean shouting, it means speaking clearly.

Please do not submit hard copy work unless we have discussed it. I cannot read

most printed papers easily.

My guide dog will be working during class. Please do not distract him (i.e. petting, making eye contact, dropping food on the floor for him). He will be on duty during class; if he is ever off duty, I will let you know when it is acceptable to interact with him.

### The Writing Center

The Writing Center (G17 Central King) is available for 45-minute individual and group appointments with professional writing tutors both onsite and online. This resource is indented to help you improve your communication and writing skills. Tutors can help with planning assignments, improving your writing, refining an essay or multimedia project, or other communication-based needs. To make an appointment, please visit <https://njit.mywconline.com>

Please make appointments with a tutor other than myself, it is extremely valuable to interact with other editors as part of the writing process.

### FORMAT:

All papers must be typed/word processed, double-spaced, no “weird” margins/fonts (1 inch margins; 14 point Times New Roman). Papers must be handed in on Canvas, and Google Doc. Please number pages. In the upper right-hand corner, put your name, course name, time, section, professor’s name, and date. All papers must have a creative title that gives your audience a clue about your subject matter. Make sure you spell check and copyedit your work.

Please keep all drafts to hand in at the end of the term so you and I can monitor your progress. Do NOT discard ANY work from this course! Keep you drafts in a safe place. Never hand in the only copy of an assignment. Always keep a copy for your files in case something happens and an assignment is misplaced. This way you will always have a copy of something as important as a college assignment.

If you work in Google Docs, you should be able to access your work from any computer/mobile device. Additionally, Google Docs automatically saves the document for you. In a pinch, you can access a Google Doc on a mobile device, even during a power outage.

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If you are absent, find out what you missed from a classmate:

**Your Class Contacts**

Name: \_\_\_\_\_ Phone:  
\_\_\_\_\_

Email: \_\_\_\_\_

Name: \_\_\_\_\_ Phone:  
\_\_\_\_\_

Email: \_\_\_\_\_

Name: \_\_\_\_\_ Phone:  
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Email: \_\_\_\_\_