

**Compiled & Shared By: ✨ Hassan Sardar Naveed**

👤 “Please remember me and my family in your prayers.” 🌸

📖 Bachelor of Science in Computer Science

🎓 University of the People

## 📞 Contact

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## **Syllabus for English Composition 2**

**Credits: 3**  
**ENGL 1102**

### ***Instructor Contact Information:***

You can also always send your instructor a private message through the Moodle Messaging system. Once logged into your course, click your instructor's Moodle profile page to be provided the ways in which to communicate with your instructor. Your instructor's email will also be listed in their profile.

### ***Course Description***

ENGL 1102 continues the study of writing skills in English from ENGL 0008. This course builds on the foundational writing skills from ENGL 0008, enabling students to write advanced essays and research papers, maintaining the conventions of academic writing. The course equips students to write advanced essays and research papers, maintaining the conventions of academic writing. Students will acquire the skills to formulate and substantiate arguments proficiently, utilizing requisite and suitable documentation. The course aims to enhance students' comprehension of the simultaneous functioning of reading, writing, and knowledge acquisition in academic settings. The focus is on analytical reasoning and issue resolution, to be able to write a complete research paper by the end of the course. Utilizing pre-writing and recursive writing techniques (brainstorming, drafting, and editing), students will discern study ideas, issues, and concerns of both local and worldwide significance. They will acquire the ability to adhere to and bolster a cohesive argument, as well as to transition concepts rationally and persuasively through the art of synthesis and paraphrasing.

### ***Learning Objectives***

By the end of this course, students will be able to:

1. understand and demonstrate argumentative, descriptive, narrative, expositive and persuasive writing
2. apply the scientific method of inquiry
3. demonstrate knowledge of individual research processes
4. understand the ethics of a research work
5. use the recursive nature of writing
6. apply the art of paraphrasing
7. demonstrate the art of synthesis in writing
8. examine and analyze texts for literature review and data
9. demonstrate basic knowledge of research theories
10. demonstrate awareness of basic skills of English grammar
11. master common terminology associated with research design



## Co/Prerequisites

UNIV 1001 and ENGL 0008

## Course Materials

UoPeople courses use open educational resources (OER) and other materials specifically donated to the University with free permissions for educational use. Therefore, students are not required to purchase any textbooks or sign up for any websites that have a cost associated with them.

The main required textbooks for this course are listed below and can be readily accessed using the provided links. There may be additional required/recommended readings, supplemental materials, or other resources and websites necessary for each unit. Resources for all required reading will be provided in the course Learning Guide for each week.

1. Weaver, R., Bost, L., Kassorla, M., McKinney-Holley, K., Crowther, K., Curtright, L., Gilbert, N., Hall, B., Ravita, T., & Swenson, K. (2019). *Successful College Composition (3rd Edition)*. GALILEO Open Learning Materials. <https://oer.galileo.usg.edu/english-textbooks/8/> Licensed under CC BY-NC-SA – 4 .0
2. Brehe, S. (2019). *Brehe's grammar anatomy*. <https://oer.galileo.usg.edu/english-textbooks/20/> Licensed under CC BY-SA – 4 .0
3. Hall, B. & Wallace, E. (2018). *College ESL Writers: Applied Grammar and Composing Strategies for Success*. English Open Textbooks. 14. <https://oer.galileo.usg.edu/english-textbooks/14>
4. Serdikoff, S. (2021). *Research Methods for the Behavioral Sciences, 5th Edition*. Psychology, Sociology, Anthropology, and Social Work Open Textbooks. 12. <https://oer.galileo.usg.edu/psychology-textbooks/12> Licensed under CC BY-NC-SA – 4 .0

## Technology Requirements

No special software/tool required.

Campus Tech Support Email for English programs: [support@uopeople.edu](mailto:support@uopeople.edu)

## Regular and Substantive Interaction

Your instructor will interact and engage with each of you on a regular basis throughout the term to support your learning. They will provide direct instruction related to the course's learning objectives, respond to your questions, grade and/or provide feedback on your submitted coursework, post regular announcements, and engage in the course discussion areas regarding academic course content when appropriate.

## Course Expectations and Learning Activities

### Discussions

Some units in this course require that you complete a Discussion Assignment. You are required to develop and post a substantive response to the Discussion Assignment in the Discussion Forum. A substantive response is one that fully answers the question that has been posed by the instructor. In addition, you must



extend the discussion by responding to at least two (2) of your peers' postings in the Discussion Forum. Grading rubrics are provided in the Discussion Forum for each week. Discussion Forums are only active for each current and relevant learning week, so it is not possible to contribute to the forum once the learning week has come to an end.

### **Assignment Activities**

The assignment activities are graded by your instructor. The grading rubric is listed under the assignment instructions. The grading rubric is a document that outlines the criteria that your instructor will use to grade your work.

### **Class Introduction**

This section is your opportunity to introduce yourself to your classmates and create a vibrant learning community. By sharing your background, interests, and goals, you can create meaningful connections and discover commonalities with your peers.

### **Course Forum**

The Course Forum is the place to raise issues and questions relating to the course. It is regularly monitored by the instructors and is a good place to meet fellow students taking the same course. While it is not required to participate in the Course Forum, it is highly recommended.

### **Quizzes**

This course will contain three types of quizzes – the Self-Quiz, the Graded Quiz, and the Review Quiz. These quizzes may contain multiple choice, true/false, or short answer questions. The results of the Self-Quiz will not count towards your final grade. However, it is highly recommended that you complete the Self-Quiz to ensure that you have adequately understood the course materials. Along with the Reading Assignments, the results of the Self-Quiz should be used as part of an iterative learning process, to thoroughly cover and test your understanding of course material. You should use the results of your Self-Quiz as a guide to go back and review relevant sections of the Reading Assignments. Likewise, the Review Quiz will not count towards your final grade but should also be used to assist you in a comprehensive review and full understanding of all course material, in preparation for your Final Exam. Lastly, the results of the Graded Quiz will count towards your final grade. Specific instructions on the format and content of the Graded Quiz will be provided by your instructor.

### **Final Exam**

The Final Exam will take place during the Thursday through Sunday of Week/Unit 9, following the completion of eight units of work. The format of the Final Exam is similar to that of the quizzes and may contain a combination of different question types. You will have one attempt to take the exam, and it will be graded electronically. Specific instructions on how to prepare for and take the Final Exam will be provided during Week 8 (located inside the Unit 9 Learning Guide). Final Exams must be taken without the use of course learning materials (both those inside and outside the course). If particular materials are allowed for use during the exam, these will be noted in the exam's instructions.

### **Participation Expectations**

[Include specific expectations regarding course discussions and interaction. Include communication expectations here, including your response times to communications and grading turnaround time. This verbiage could be used across all syllabi in the section as well:

- Be involved and active in your courses.
- Be highly motivated and disciplined.
- Check the course homepage, calendar and assignment page, the course syllabus, your UoPeople email, and the Moodle course discussion forums several times a week.
- Post the required comments and responses to the discussion forum for your course.



- Keep up with your assignments and online quizzes/exams (as applicable) and manage your time well. These quizzes test your knowledge and comprehension of the new content.
- Participate actively in class discussions.
- Be polite and respectful.
- Use proper grammar and correct spelling.
- Be honest and original. Plagiarism will not be tolerated in any online course.

Non-participation is characterized by lack of any assignment submissions, inadequate contributions to the Discussion Forums, and/or lack of peer feedback to Discussion/Written Assignments. Also, please note the following important points about course participation:

- Assignments must be submitted on or before the specified deadline. A course timeline is provided in the course schedule, and the instructor will specify deadlines for each assignment.
- Occasionally there may be a legitimate reason for submitting an assignment late. Most of the time, late assignments will not be accepted and there will be no make-up assignments.
- All students are obligated to inform their instructor in advance of any known absences which may result in their non-participation.

### ***Feedback and Suggestions***

We value your input and would encourage you to complete the end of course survey to provide us with course feedback and suggestions, and report issues

### ***Evaluation and Grading Scale***

#### **Grading Weights:**

Category	% Of Grade	Grade Items (Learning Activities)	Associated Learning Objectives/Outcomes
<b>Discussions</b>	40%	1. Unit 1 – Discussion Forum 2. Unit 2 – Discussion Forum 3. Unit 5 – Discussion Forum 4. Unit 7 – Discussion Forum	<ul style="list-style-type: none"><li>• Unit 1 – CLO 2, 3, 5 and 11</li><li>• Unit 2 – CLO 1, 2, 3, 8 and 10</li><li>• Unit 5 – CLO 2, 3, 9 and 11</li><li>• Unit 7 – CLO 1, 3, 7 and 10</li></ul>
<b>Assignment Activities</b>	40%	1. Unit 2 – Assignment Activity 2. Unit 3 – Assignment Activity 3. Unit 4 – Assignment Activity 4. Unit 6 – Assignment Activity 5. Unit 8 – Assignment Activity	<ul style="list-style-type: none"><li>• Unit 2 – CLO 1, 2, 3, 8 and 10</li><li>• Unit 3 – CLO 2, 3, 6, 8 and 10</li><li>• Unit 4 – CLO 1, 7, 8 and 10</li><li>• Unit 6 – CLO 1, 2, 3, 4, 6, 7, 8, 9, 10 and 11</li><li>• Unit 8 – CLO 1, 2, 3 and 11</li></ul>
<b>Graded Quizzes</b>	10%	1. Unit 3 – Graded Quiz 2. Unit 6 – Graded Quiz	<ul style="list-style-type: none"><li>• Unit 3 – CLO1, 2, 3, 5, 6, 8 and 10</li><li>• Unit 6 – CLO 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 and 11</li></ul>
<b>Final</b>	10%	1. Unit 9 – Final Exam	<ul style="list-style-type: none"><li>• Unit 9 – CLO 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 and 11</li></ul>



Category	% Of Grade	Grade Items (Learning Activities)	Associated Learning Objectives/Outcomes
TOTAL 100%			

### Grading Scale:

Letter Grade	% Grade	Grade Points
A	98%-100%	4.00
A	93-97%	4.00
A-	90%-92%	3.67
B+	88%-89%	3.33
B	83%-87%	3.00
B-	80%-82%	2.67
C+	78%-79%	2.33
C	73%-77%	2.00
C-	70%-72%	1.67
D+	68-69%	1.33
D	63%-67%	1.00
D-	60%-62%	0.67
F	<60	0.00
W	N/A	N/A

*Students may also be granted Withdrawal (W), if they withdraw from the course, or an Incomplete (I) should their circumstances permit.*

*A student who feels they were graded unfairly, or who seeks to dispute a grade, may initiate a grade appeal process. Refer to [University Policies](#) for more information on withdrawals and appeals.*

## Course Schedule

### UNIT 1: Getting Started with Your Ideas

- Watch/Read due by Saturday or Sunday
- Discussion first response due by Sunday
- Discussion replies due by Wednesday
- Self-Quiz submission

### UNIT 2: Locating Sources, Understanding Types of Essays and Paragraph, Formulating Research Hypothesis and Questions

- Watch/Read due by Saturday or Sunday
- Discussion first response due by Sunday
- Discussion replies due by Wednesday



- Assignment Activity submission due by Wednesday
- Self-Quiz submission

### **UNIT 3: Advanced Review of Sources**

- Watch/Read due by Saturday or Sunday
- Assignment Activity submission due by Wednesday
- Self-Quiz submission
- Graded Quiz submission due by Wednesday

### **UNIT 4: Crafting Objectives, Questions and Problem Statement**

- Watch/Read due by Saturday or Sunday
- Assignment Activity submission due by Wednesday
- Self-Quiz submission

### **UNIT 5: Research Methods and Effective Formal Communications**

- Watch/Read due by Saturday or Sunday
- Discussion first response due by Sunday
- Discussion replies due by Wednesday.
- Self-Quiz submission

### **UNIT 6: Writing Reports**

- Watch/Read due by Saturday or Sunday
- Assignment Activity submission due by Wednesday
- Self-Quiz submission
- Graded Quiz submission due by Wednesday

### **UNIT 7: Composing Abstracts**

- Watch/Read due by Saturday or Sunday
- Discussion first response due by Sunday
- Discussion replies due by Wednesday.
- Self-Quiz submission

### **UNIT 8: Bringing It All Together**

- Watch/Read due by Saturday or Sunday
- Assignment Activity submission due by Wednesday
- Self-Quiz submission

### **UNIT 9: Review Quiz and Final Exam**

- Review Quiz submission.
- Final Exam due by Sunday

### ***University Policies & Processes***





## **Late Work/Make-up Policy**

Please review the [Late Work](#) policy in the University Catalog.

## **Code of Conduct**

University of the People expects that students conduct themselves in a respectful, collaborative, and honest manner at all times. Harassment, threatening behavior, or deliberate embarrassment of others will not be permitted. Any conduct that interferes with the quality of the educational experience is not allowed and may result in disciplinary action, such as course failure, probation, suspension, or dismissal. For more information on this topic, please review the [General Code of Conduct](#) in the University Catalog.

## **Procedures for Resolving Academic Grievances/Appeals**

If you believe that the final grade you received for a course is erroneous, unjust, or unfair, please contact your course instructor. This must be done within seven days of the posted final grade. For more information on this topic, please review the [Grievance Policy](#) and [Grade Appeals](#) Procedure in the University Catalog.

## **Withdrawal and Drop Date Policy**

Please review the [Course Drops and Withdrawals](#) policy of the University Catalog.

## **Academic Integrity and Plagiarism**

Please review the [Code of Academic Integrity](#) in the University catalog.

## **Intellectual Property**

UoPeople respects the intellectual property rights of others who seek to create, preserve, and disseminate knowledge through teaching, collective learning, and continued research at the University at large. For more information on this topic, please review the [Intellectual Property](#) policy in the University catalog.

## **Reasonable Accommodations**

Contact your Program Advisor to open a request for support.

## ***Student Support Services & Resources***

### **English Programs**

Academic Advising: [advising@uopeople.edu](mailto:advising@uopeople.edu)

Financial Aid: [financial.aid@uopeople.edu](mailto:financial.aid@uopeople.edu)

Library Resources: [library@uopeople.edu](mailto:library@uopeople.edu)

Payment Processing: [payments@uopeople.edu](mailto:payments@uopeople.edu)

Student Services: [student.services@uopeople.edu](mailto:student.services@uopeople.edu)

Technical Support: [support@uopeople.edu](mailto:support@uopeople.edu)