

**STATE UNIVERSITY OF NEW YORK  
COLLEGE OF TECHNOLOGY  
CANTON, NEW YORK**



**MASTER SYLLABUS**

**ENGL 101 – COMPOSITION & THE SPOKEN WORD**

**CIP CODE: 230101**

**Prepared By: Kirk Jones**

**Updated By: Kirk Jones**

**SCHOOL OF BUSINESS & LIBERAL ARTS  
DEPARTMENT OF ENGLISH & HUMANITIES  
MARCH 2020**

A. **TITLE:** COMPOSITION & THE SPOKEN WORD

B. **COURSE NUMBER:** ENGL 101

C. **CREDIT HOURS:**

3 Credit Hours

3 Lecture Hours: 3 per week

Course Length: 15 weeks

D. **WRITING INTENSIVE COURSE:** No

E. **GER CATEGORY:** GER 10

F. **SEMESTER(S) OFFERED:** Fall and Spring

H. **COURSE DESCRIPTION:**

In this course students learn to communicate effectively orally and in writing. Students develop critical thinking skills, rhetorical knowledge, basic research skills culminating in a research paper, knowledge of conventions, and communication ethics.

I. **PRE-REQUISITES/CO-REQUISITES:** None

J. **STUDENT LEARNING OUTCOMES:**

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

<b><u>Course Student Learning Outcome [SLO]</u></b>	<b><u>PSLO</u></b>	<b><u>GER</u></b>	<b><u>ISLO</u></b>
a. Produce coherent texts within common college-level written forms.		GER 10	1 [W]
b. Demonstrate the ability to revise and improve college-level texts.		GER 10	1 [W]
c. Research a topic, develop an argument, and organize supporting details.		GER 10	1 [W]
d. Develop proficiency in oral discourse.		GER 10	1 [O]
e. Evaluate an oral presentation according to established criteria.		GER 10	1 [O]

KEY	<b>Institutional Student Learning Outcomes [ISLO 1 – 5]</b>
ISLO #	ISLO & Subsets
1	<b>Communication Skills</b> Oral [O], Written [W]
2	<b>Critical Thinking</b> <i>Critical Analysis [CA] , Inquiry &amp; Analysis [IA] , Problem Solving [PS]</i>
3	<b>Foundational Skills</b> <i>Information Management [IM], Quantitative Lit./Reasoning [QTR]</i>
4	<b>Social Responsibility</b> <i>Ethical Reasoning [ER], Global Learning [GL], Intercultural Knowledge [IK], Teamwork [T]</i>
5	<b>Industry, Professional, Discipline Specific Knowledge and Skills</b>

J. **APPLIED LEARNING COMPONENT:** Yes \_\_\_\_\_ No X \_\_\_\_\_

K. **TEXTS:** These are examples; actual texts are chosen by the instructor

Griffin, C. (2011). *Invitation to Public Speaking* (5th Ed.). Boston: Cengage Learning.  
Hacker, D. (2011). *A Pocket Style Manual* (6th Ed.). Boston: Bedford/St. Martin's.  
Johnson-Sheehan, R. & Paine, C. (2010). *Writing Today*. Boston: Longman  
Lunsford, A., Ruszkiewicz, J., & Walters, K. (2010). *Everything's an Argument with Readings* (5th Ed.). Boston: Bedford/St. Martin's.

L. **REFERENCES:** These are a sampling, not a comprehensive listing.

Writing Center at Southworth Library --  
[http://www.canton.edu/tutoring/writing\\_center.html](http://www.canton.edu/tutoring/writing_center.html)  
Academic Support Services -- [http://www.canton.edu/academic\\_support\\_services/](http://www.canton.edu/academic_support_services/)  
Online writing lab at Purdue University --  
<http://owl.english.purdue.edu/owl/resource/679/01/>  
The Collins Wordbanks Corpus -- <http://www.collins.co.uk/Corpus/CorpusSearch.aspx>  
Modern Language Association -- <http://www.mla.org/style>

M. **EQUIPMENT:** Technology enhanced classroom

N. **GRADING METHOD:** A-F

O. **MEASUREMENT CRITERIA/METHODS:**

- Papers
- Presentations
- Quizzes
- Participation

**P. DETAILED COURSE OUTLINE: Attached**

**Q. LABORATORY OUTLINE: N/A**

## **DETAILED COURSE OUTLINE**

### **ENGL 101 – COMPOSITION & THE SPOKEN WORD**

#### **I. Critical Reading**

- A. Identify main ideas, implied ideas, and supporting details
- B. Recognize author's purpose and tone
- C. Analyze, evaluate, and critique texts

#### **II. Writing process**

- A. Planning
- B. Drafting
- C. Revising
- D. Editing

#### **III. Elements of Effective Writing**

- A. Methods of Development
- B. Paragraphs
- C. Sentence Structure
- D. Diction
- E. Grammar and Mechanics
- F. Tone and Style

#### **III. Writing Situations**

- A. Audience
- B. Rhetorical Stance
- C. Research

#### **IV. Oral Discourse**

- A. Audience
- B. Rhetorical Stance
- C. Language
- D. Manner of Presentation
- E. Use of Visuals
- F. Groups/Class Presentation
- G. Evaluation of Oral Discourse