



Southern Arkansas University Tech
P.O. Box 3499 – Camden, AR 71711
870.574.4453 or 870.574.4586
www.sautech.edu

ONLINE COURSE INFORMATION SHEET

Course Number: CO0243

Course Title: Writing Workshop

Course Description: The course will be facilitated using discussion, group activities, peer-editing, Internet and Learning Center research, and other appropriate learning activities used to reinforce the skills needed to be successful in Composition I.

Instructor: Rebecca Hughes

Instructor Bio: My name is Rebecca Hughes. I have a Master of Arts Degree from Wright State University of Dayton, Ohio in English with an emphasis in TESOL and a Bachelor of Arts Degree in English from Southern Arkansas University of Magnolia, Arkansas. I have been teaching fulltime at SAU Tech since 2004. I teach Introduction to Language Arts, Writing Workshop, and Composition I. I enjoy reading and I love to write; however, I do not believe you have to love either one to do well in this course. The purpose of this course is to help you be successful in Comp I. So consider Writing Workshop one step toward achieving your goals. Good luck!

Prerequisite: To be eligible for Writing Workshop, students must have satisfied the following criteria:

Standardized Test	English/Writing Score	Reading Score
ACT	16-18	16-18
SAT	-469	-469
ASSET	38-44	39-42
COMPASS	38-79	74-82

Textbook Information:

*You will purchase the following textbooks for Comp I and you will use the textbooks for Comp I and Writing Workshop. *E-books are available as an option.

1. Required: Kirszner, Laurie G. and Stephen R. Mandell. *Patterns for College Writing: A Rhetorical Reader and Guide*. 12th ed. Boston: Bedford-St. Martin's, 2009 (Composition I textbook).

*This text will be used for both Comp I and Writing Workshop. For Writing Workshop, you will be creating reading journal. This skill will help you form a better understanding of you reading assignments, which means you will be prepared to write about them. This textbook also has sentence skills guidelines and MLA information.

2. Required: Hacker, Diana and Nancy Sommers. *A Pocket Style Manual*. 6th ed. Boston: Bedford/St. Martins, 2012.

*This text will be used for both Comp I and Writing Workshop. You will be using this textbook a lot as you create your research activities. You will also use it for a more detailed understanding of sentence skills guidelines.

Learning Outcomes

Upon completion of this course, student will have demonstrated college level critical thinking in reading and writing through reflection, analysis, and research.

Measures

1. Students will be assisted in demonstrating college level critical thinking **by reflection through response to a variety of readings.**
2. Students will be assisted in demonstrating college level critical thinking **by analysis of various readings through examination, comprehension and evaluation.**
3. Students will be assisted in demonstrating college level critical thinking **by research through finding**

evidence, supporting analysis, and synthesizing ideas.

On-Campus Requirement

Students are required to meet the pre-assigned deadline for each assignment located on the calendar.

The final exam must be taken at an approved proctor site. Visit the college website at www.sautech.edu for detailed information.

Modes of Interaction

Students will be provided instructor's content pages and textbook pages within the individual sections of each unit, discussion questions to answer, a group project, PowerPoint slide shows, quizzes, reading journals, research assignments, and other writing activities. The instructor will post virtual office hours under "Instructor Contact" within the course.

Methods of Assessment

Quizzes, unit exams, portfolio, and proctored final exam

Enrollment Procedures

SAU Tech is an open admissions college; however, we have several items that you must provide in order to be admitted:

- Submit application for admission.
- Submit a high school transcript or GED, and official college transcripts from all previously attended colleges (if applicable).
- Provide proof of two immunizations against measles, mumps and rubella.
- Take a placement test. Students enrolling must submit ACT, SAT, ASSET or COMPASS scores. Students can take the ASSET or COMPASS test at SAU Tech.

Students are responsible for all tuition and fees at the time of registration. Students must officially drop by written notice or in person in order to reduce their balance owed. If students never attend class, he/she will still be assessed partial tuition and full student processing fees, unless he/she completely withdraws during the 100% refund period.

In order for a student to drop a class, he/she must complete a drop form or send written request to his/her advisor. A \$10 drop fee is assessed for drops that take place after the registration period ends.

Admissions Office Website

<http://www.sautech.edu/studentResources/admissions.aspx>

Course Registration Website

<http://www.sautech.edu/studentResources/advising.aspx>

Technical Requirements and Resources

Students will need Internet access and have the ability to send and receive e-mail attachments using the e-mail within Blackboard.

Library Website

<http://www.sautech.edu/lrc/index.aspx>

Bookstore Website

<http://sautech.textbooktech.com>

Adult Learner Resources

Online library and bookstore services can be obtained at the library and bookstore websites. Advising services can be obtained at <http://www.sautech.edu/studentResources/advising.aspx>.

Student Support and Learning Resources

Online library and bookstore services can be obtained at the library and bookstore websites. Advising services can be obtained at <http://www.sautech.edu/studentResources/advising.aspx>.

Other Considerations

Each unit includes sentence skills quizzes, discussion paragraphs, and other writing assignments. Students will need to practice good writing habits when completing assignment within the course and when communicating with the instructor or other students. The students need to make sure that they can devote the time to complete the course. Deadlines are posted on the calendar within the course.

Students will need Internet access and have the ability to send and receive e-mail attachments using the e-mail within Blackboard.

Prior computer skills are essential for success in an online class. Prior to enrolling in an online class, you should be able to:

- Surf the Internet and download web pages
- E-mail and attach files and know proper e-mail etiquette
- Use Microsoft Word skills and submit papers with correct format, grammar and spelling

All first time online students are required to complete Learning Strategies before they will be allowed to take their online course(s). The purpose of Learning Strategies is to teach students how to use Blackboard and provide information about other systems that students will use while a student at SAU Tech.

There are computer programs and other things that you will need if you are taking an online course from SAU Tech. To make it easier for you, we have compiled a list of these things. Before beginning your online course, you should go ahead and make sure each of these programs listed below are loaded on every computer that you will use while taking your online course(s).

- Microsoft Word – used to complete assignments and submit to instructor
 - Can be accessed via SkyDrive inside your student email account. **FREE**
 - Can be purchased from Wal Mart or other software vendor and will need to be loaded on to your computer
 - There is also a **free** product that works just as good as the Microsoft Office Suite. You can download it at <http://download.openoffice.fm/free/?pk=26976>
- Adobe Reader 7.0 or higher – used to read files in pdf format
 - Cost: Free
 - Can be downloaded to your computer from <http://www.adobe.com/products/acrobat/readstep2.html>
- Adobe Flash Player (7 or higher) – used to view study activities and demonstrations in Learning Strategies course
 - Cost: Free
 - Can be downloaded to your computer from http://www.adobe.com/shockwave/download/download.cgi?P1_Prod_Version=ShockwaveFlash
- Macromedia Shockwave Player 8.5.1 – used for interactive quizzes, animations and activities
 - Cost: Free
 - Can be downloaded to your computer from <http://www.macromedia.com/shockwave/download/download.cgi?>
- Windows Media Player – used to listen play audio files
 - Cost: Free
 - Comes as part of your Windows operating system
- Java – a technology that is required in order for Blackboard to function properly as well as some other programs that SAU Tech uses with its online classes (**Note: Only one version of Java can be running on your computer at a time.**)
 - Cost: Free
 - Can be downloaded to your computer from <http://javashopim.sun.com/ECom/docs/Welcomes.jsp?StoreId=22&PartDetailId=jre->