

## Foundations of Rhetoric and Writing (Eng 214)

**Instructor's name:** Mrs. Hanaa Aly Ayoub  
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**Course Information:**

Course Title	Foundations of Rhetoric and Writing
Course Number	Eng 214
Course description	This is an introductory writing skills course that emphasizes writing as a process that involves prewriting, drafting, revising, and editing. The course focuses on introducing foundational rhetorical concepts and strategies, generating and organizing ideas, developing paragraphs and essays, and improving sentence structure. It also reviews the conventions of punctuation, grammar, spelling, and usage as needed. Students will learn to read critically as they study and practice various modes and styles of writing.
Course Objectives (i.e. Learning Outcomes as specified in the Course Specifications)	Students will be able to: 1. Demonstrate understanding and appreciation for writing as a process that involves prewriting, drafting, revising, and editing 2. Understand and use conventions and strategies of rhetoric and writing such as purpose, audience and context 3. Understand and use different modes of writing such as description, comparison and persuasion 4. Develop the ability to write coherent and well-developed paragraphs and essays
Textbook	1. Van Rys, John, et al. <i>The College Writer: A Guide to Thinking, Writing, and Researching</i> . 6 <sup>th</sup> Edition. Boston: Houghton Mifflin Company, 2007. 2. Regina L. Smalley, Mary Ruetten, and Joann Kozyrev, eds. <i>Refining Composition Skills: Academic Writing and Grammar</i> . 6 <sup>th</sup> Edition. This will be used for the introductory stage of this course.
Supplementary Reading	Additional material will also be posted on LMS.

**Methods of assessment:**

Type	Distribution of Marks	Date of Administration	Date of Feed-back (approximate)*
Two Quizzes (focus on topic sentence, thesis statement and paragraph writing)	5 pts each	Week 4 Week 5	One week later
3 essay writing assignments: 1-general 2-comparison and contrast 3-Argumentative	7pts 8pts 10pts	Week 7 Week 10 Week 14	One week later
In-term (compare and contrast essay)	15 pts	Week 11	One week later
Project-Essay-MLA and APA	10 pts.	Week 15	One week later
Final Exam	40 pts		
<p>Additional notes:</p> <ul style="list-style-type: none"> <li>-There are no make-ups for quizzes.</li> <li>-If you miss the in-term, you must bring a valid medical excuse from a governmental hospital within one week from the date of the exam. If it is accepted, the make-up exam will be in the review week and will cover the entire syllabus.</li> <li>-Deadlines must be met. Any delays will result in the deduction of marks.</li> </ul>			

**Weekly Syllabus:**

Week	Topic
1	Registration
2	Introduction to Course –The paragraph - The writing process - prewriting techniques
3	Formulating topic sentences and thesis statements + MLA & APA
4	Quiz #1 + Narrative Paragraph
5	Quiz #2 + Descriptive Paragraph
6 – 7	Writing the Introduction + General Essay from <i>Refining Composition skills</i> + In-Class assignment
8	Compare and Contrast Essay
9	Mid-Semester Break
10	Compare and Contrast Essay + In-Class assignment
11	In-term
12 – 13 – 14	Argumentative Essay + In-Class assignment
15	Project-essay - MLA and APA
16	Review Week

### Policies and Communications Etiquette

#### **Attendance:**

Students are expected to attend every class. Any student who misses more than 25% of the attendance can expect to receive a warning, and a denial if absences continue. Students with serious problems or medical emergencies should notify me if you know you'll be absent or when you return.

**Coming to class late:** Titus Livius said "Better late than never."

I would rather you come to class late than not at all. Please have consideration for your classmates and for the instructor if you are entering the classroom late.

#### **Assignments:**

**Plagiarism** in any form will not be tolerated and a **ZERO** grade will be given.

**Assignment format:** All documents should be word documents. Font should be Times New Roman, size 12. Justified to the left. Document/assignment name should be like this: your Name-Course Number-Assignment (number). doc

**Example:** Noura Albadr-351-Term Paper.doc.

Assignments that do not stick to this format will be **rejected**.

#### **Contacting your teacher & Email formats:**

Please maintain a professional attitude by using the official email provided by the university.

Any emails from other accounts will not be acknowledged.

Email subject line should always contain the course number.

Email has to be in English. Arabic emails will not be acknowledged.

Maintain a high level of professionalism in addressing your emails to your teacher.

DO NOT add smileys, hearts, or any other icons/graphics.

DO NOT address your teacher informally. DO NOT discuss personal issues with your teacher. All communication must be course related.

#### **Exam and assignment policy:**

No Make-up for quizzes.

**Your Grades** will be divided as follows:

**Language** is **40%** of your mark: Correct English is essential and language mistakes will affect grading, i.e.: grammar, subject-verb agreement, sentence-structure, spelling, capitalization, punctuation, parallel-structure, use of articles and prepositions, etc. Also, correct style and form of paragraphs and essays is graded.

**Content** of your answers is **60%** according to:

Introduction: how does it address the question? Is the thesis statement suitable to the topic?

Do you have an argument?

Body: your supporting ideas should be strengthened by significant details and examples.

Conc.: it should restate your thesis and explain your argument.

Details & examples: you should be accurate about the details and examples you choose to support your answer. Moreover, your development of your argument and how you introduce one idea after the other is important.