

Introduction to English 103

Welcome to English 103! We are excited to support your college writing journey by building on the skills you learned in Composition I (ENA 101, ENC 101, or ENG 101). In English 103 you will strengthen your writing skills and continue to acquire the tools needed to produce an academic research project. The course will guide you every step of the way as you formulate a research question; gather, evaluate and integrate primary and secondary sources, and construct a well-reasoned argument. As writing is a process, you will practice pre-writing, revision and editing. You will complete writing assignments in a range of forms and with a reader in mind. We also welcome the language diversity you bring to the classroom and encourage incorporating those abilities into your writing process.

Your instructor's individual syllabus is an important document - that's where you will find performance objectives for the course and information about how your grade will be determined. Make sure to read it carefully and contact your instructor with any questions. We hope you enjoy the course!

At the end of this course, you will be able to...

1. Identify a text's audience, voice, context and purpose and apply these concepts to developing and organizing their own writing.
2. Identify an appropriate academic research topic and formulate research questions.
3. Identify, locate and interpret print and online sources in order to use library and archival resources successfully.
4. Gather, evaluate, and synthesize primary and secondary sources in support of a well-reasoned argument.
5. Draft, write, revise and integrate multiple sources in written assignments amounting to a minimum of 4,000 words, including at least one research paper of a minimum of 1,300 words.
6. Demonstrate research as a staged process.
7. Implement ethical citation and follow MLA/APA documentation guidelines.
8. Annotate and interpret sources, using summation, paraphrase, quotation and analysis, as well as parenthetical citation.

What Will You Write?

Formal and Informal Writing

You will write, revise and integrate multiple sources in written assignments amounting to a minimum of 4,000 words. This includes at least one research paper of a minimum of 1,300 words. To develop ideas for formal writing, you will complete short research and written assignments and receive feedback from your professor and/or peers. To find out the specifics of how your course grade will be determined, please consult the syllabus shared by your professor.

References to Sources

Throughout the semester, you will engage with others' ideas and respond in writing. You will strengthen the skills learned in Composition I concerning strategies for integrating other people's thoughts through quotation, paraphrase, and summary, as well as documentation of sources in

MLA and/or APA format. You are expected to strengthen your skills in citing sources ethically and avoiding plagiarism (for more information, see the handout “[How Writers Build on the Ideas of Others](#)”). In accordance with LaGuardia’s Academic Dishonesty Policy (see [College Catalog](#)), students who plagiarize are subject to penalties including a failing grade on an assignment or in the course.

Revisions

Since writing is a process (nobody writes a perfect paper in the first try!), you will have opportunities to revise after receiving feedback from your professor and/or your peers.

How Will You Be Successful?

Submitting Assignments

In order to do well in English 103, you will need to turn in all major assignments—on time! And, of course, you will need to receive passing grades. To be sure you are able to meet the course expectations, communicate with your professor along the way. Reach out through email and attend office hours if you need any help or are overwhelmed by assignments.

Attending Regularly

Class attendance is an essential piece of everyone’s growth as writers. This course uses a writing studio model and is designed to enhance your skills as a writer in a writing community. In this course, we will do many in-class writing exercises designed to help us practice the writing skills that are crucial for the major and minor assignments. You will have the opportunity to grow as a writer by giving and receiving feedback about writing assignments. Our core essays build upon group discussions of the readings. Although participation is a key portion of all these exercises, class attendance is the vital first step. Therefore, missing too many classes will influence your overall class performance and your final grade. This happens, in part, because there will be graded in-class assignments which are not reproducible and which cannot be made up. The English Department attendance policy is as follows:

In all English department courses, students can be absent without penalty for no more than **two weeks’ worth** of class time during **session I**, and **one week’s worth** of class time during **session II**. **Absences begin to be counted on the first day of class, regardless of when you registered.**

This means you can miss:

- 6 hours in a 3-hour per week course
- 8 hours in a 4-hour per week course
- For ENA 101, which meets for 7 hours a week, students are limited to:
 - 8 hours of absence in the ENG 101 course and 6 hours of absence in the ENA 101 course.

Students missing fewer than two weeks’ worth of class time will not be penalized for those absences. However, student engagement, part of the overall course grade, relies on in-class activities such as low-stakes writing assignments, peer review, and in-class high stakes essays. Some of these cannot be made up outside of class and may affect the engagement grade.

Students who exceed the two-week limit may receive a lower course grade. After four weeks of absence, students can no longer pass the course.

This policy applies equally across in-person, online-synchronous, hybrid and online-asynchronous courses. For hybrid courses, which meet once a week in-person and have a weekly asynchronous activity, missing the weekly asynchronous activity counts as an absence.

If an issue arises which is preventing you from coming to class on time, or if you know in advance that you will miss a class, please reach out right away.

Where Can You Get Additional Support?

The Writing Center (B-200), 718-482-5688, <https://www.laguardia.edu/writingcenter/>

The Writing Center is a free service available to all LaGuardia students. Professional tutors are available to help you write or revise papers, to brainstorm ideas, or to work on writing issues that give you problems. Tutoring appointments can be made through My LaGuardia.

Library (E-101), 718-482-5426, <https://library.laguardia.edu/>

The Library is an excellent resource to all students! There you will find assistance finding and accessing textbooks, articles, journals, newspapers, media, and much more. Librarians offer numerous workshops including workshops on research and citation. Additionally, the library provides a space for study with the following three areas: The Silent Zone, The Quiet Zone, and The Group Zone.

Office of Accessibility (M-102), 718-482-5279,

<https://www.laguardia.edu/students/office-of-accessibility/>

Students with disabilities needing extra time for in-class writing or other forms of classroom accommodation should register with the Office of Accessibility. The Office of Accessibility helps students with a range of challenges by providing access to various programs and services in a supportive and confidential setting.

LaGuardia CARES (C-107), 718-482-5135, <https://www.laguardia.edu/cares/>

LaGuardia CARES (College Access for Retention and Economic Success) connects students with resources, referrals and local community services to overcome financial barriers, stay in school and graduate. Services (including food, healthcare, transportation and other benefits) are free and confidential.

Wellness Center (C-249), 718-482-5471, <https://www.laguardia.edu/students/the-wellness-center/>

The Wellness Center is a safe and confidential place to go if you need help coping with the stresses of college life. The center provides free services including short-term individual counseling, crisis intervention, workshops, outreach and referrals to college community resources that assist students with intellectual, emotional, psychological, and social concerns. The Wellness Center welcomes anyone in need; individual and cultural differences are valued and respected.