ENGL 100 WB 04
2023 Spring Semester
Prof. or Mr. Navarro (He/Him/His)
TuTh 3:30PM-4:15PM
01/25/23 - 05/15/23
Room: Boccardo Business Center 130
Office Hours via Zoom: MWF from 12-2p
Zoom Link:
https://ucsc.zoom.us/j/97751916295?pwd=c3VhU2d6M2g2WU5vczlCOFVVQjJ1UT09
Passcode: 036553

Prerequisites: A grade of C or better (C- not accepted) in Area A3 (Critical Thinking and Writing), passage of Writing Skills Test (WST) or ENGL/LLD 100A with C or better (C- not accepted), upper division standing (60 units), and completion of Core GE. Student must be a business, industrial arts, industrial technology, public relations, or hospitality management major.
GE/SJSU Studies Category: Written Communication II (Z)

Primary Text (located on Canvas)
Course Reader located on Canvas and on the SJSU MLK Library:
https://library.sjsu.edu/etextbooks

Technology requirements / equipment / material
· Notebook
· Flash Drive / Cloud Storage / Personal Email Account (3 save points)
· Internet Access
· Access to a computer
· Zoom application

Course Description
This writing course for business majors is designed to explore the nature of contemporary modes of communication that are shaped by globalization, transnationalism, and digital hyperconnectivity. The course assignments, lectures and materials are developed through an intersectional and positional approach to personal inquiry and critical thinking. Furthermore, students will learn to navigate both textual and digital documents as they engage with an antiracist line of inquiry to unpack the theories of digital literacy, racial/cultural literacy, and rhetorical genre.

Course Goals

Students will be able to:
- Format, compose, and revise written documents for a variety of contexts
- Identify and articulate the audience "take-away" message in every communication
- Use a variety of communications tools and strategies to communicate effectively
- Communicate numerical data effective in both written and oral formats
- Employ advanced research strategies and incorporate research appropriately into written and oral
- communication for a variety of purposes
- Analyze and adapt communications based on rhetorical situation and pragmatics
- Recognize a variety of communication needs and constraints and employ appropriate strategies to meet those needs in a variety of business situations
- Evaluate communication strategies for effectiveness
- Justify communication decisions using knowledge of pragmatics, business culture norms, and rhetorical situations
- Create communications and presentations that are ethnically, legally, and culturally appropriate

Course Learning Outcomes (CLO)

Upon successful completion of this course, students will be able to:
- SLO 1: Produce discipline-specific written work that demonstrates upper-division proficiency in
- language use, grammar, & clarity of expression
- SLO 2: Explain, analyze, develop, and criticize ideas effectively, including ideas encountered in
- multiple readings and expressed in different forms of discourse
- SLO 3: Organize and develop essays and documents for both professional and general audiences
- SLO 4: Organize and develop essays and documents according to appropriate editorial and citation
- standards
- SLO 5: Locate, organize, and synthesize information effectively to accomplish a specific purpose, and to communicate that purpose in writing

Grading Scale

A letter grade system of A to F will be used, including pluses and minuses. Formal writing assignments will be evaluated by your professor; final grades will be calculated using this scale..

Letter Grade		Points	
A	94-100	C+	77-79
A-	90-93	C	73-76
B+	87-89	C-	70-72
B	84-86	D	60-69

B-   80-83   F   59 and below

Course Structure

Participation and Late work

A Zoom link will be provided for each class session for those who wish to attend synchronously. Attendance will not count towards the final grade.

All late work past the designated Hard deadline is accepted and will receive an automatic (-10 point) deduction prior to being graded.

- Hard deadline- Assignments posted with a due date have a hard deadline and must be submitted accordingly.
o Soft deadline – Within each units all assignments without a posted due date are due at the end of the module. For example, within Module 1 all assignments that do not have a posted deadline will not be considered late until the first essay from Module 1 is due.
  o The exception is the Peer Review assignments. These have Hard deadlines within the modules.

Messaging

Please, allow me up to 24 hours to respond to any message during the weekdays. On the weekends I will need up to 48 hours to respond. Feel free to email or DM me on Canvas. All course materials including the syllabus, handouts, assignment, readers, lecture notes are located on Canvas. I will use Canvas > Home Page.

Feedback

Each Project will have a Peer Review date. This is a firm date, if you wish to receive feedback from both myself and your peers prior to the submission of the final draft of each project, this is when you will submit your draft. This draft may be in the form of an Outline and Rough Draft. We will speak of both of these stages during Module 1.

- You must have an Outline/Rough Draft the day of the Peer Review. You also must complete 2 x 250
- word responses to 2 peers projects
- In addition to feedback from 2 peers, if you submit the rough stage (Outline/Rough Draft) of the project, I will provide direct feedback.
- If you do not have a drafting stage prepared, you will forgo the feedback. You may still submit your work for partial credit. You may still visit the writing center for direct feedback, or visit me during

office hours and I will answer a few questions regarding the assignment. But, you will not receive the same depth of feedback as will be provided during the peer review.

Modules

The term is staged through four projects. Your assignments will focus on issues discussed in class, or your reflections responding to readings, documentaries, writing from the course, and community research.

- Project 1 – Literature Review- Project 1 is a literature review of resources related to the Topic in California. Once you have identified your writing and research subject in California, you will start selecting resources that support your interest in the Issue for one reason or another (it might be the purpose of the study and its findings, the context and/or population studied, the theoretical approach used in the study, etc.).
- Project 2—Historical Analysis- For Project 2 you will historically analyze your Topic in California. This essay will explain the evolution of the Topic in California through the history of the region.
- Project 3—Ethnographic Analysis- for Project 3 you will complete an ethnographic analysis. This essay will research regional and global differences—tracing the Topic in California between different cultures and societies.
- Project 4—Digital Short- For Project 4 you will pull from your previous three assignments and develop a scholarly argument around an issue in the state of California in the form of a Digital short. The Digital short should pull from your three (3) Formal assignments and your informal assignments as evidence. You should reflect on the progression of your research, and look forward to where this research might head next?

Additional Information

Resources

- Peer Connections Tutoring and mentoring services. SSC 600, (408)924-2587
- Writing Center Writing resources, workshops, and one-on-one tutoring sessions in the Library and https://www.sjsu.edu/writingcenter/
- Health and Wellness https://www.sjsu.edu/campus-life/health-and-wellness.php
- UndocuSpartan https://www.sjsu.edu/undocuspartan/
- SJSU Cares Resources https://www.sjsu.edu/sjsucares/resources/index.php

Sexual Harassment Reporting

Title IX requires higher education institutions to take necessary precautions to prevent sexual assault on their campuses, and to respond promptly and effectively when an assault is reported.

- For more information and resources, go to: http://notalone.sjsu.edu/

University Policies

Per [University Policy S16-9](#) ,relevant university policy concerning all courses, such as student responsibilities, academic integrity, accommodations, dropping and adding, consent for recording of class, etc. and available student services (e.g. learning assistance, counseling, and other resources) are listed on ==[Syllabus Information web page](#) (https://www.sjsu.edu/curriculum/courses/syllabus-info.php).== Make sure to visit this page to review and be aware of these university policies and resources.