



ENG 100 02E | CRN: 80188
Introduction to College Reading and Writing
Course Syllabus: Fall 2026

Instructor Information

Instructor: Stormy Montes

Office Location: 126 David Talbot Hall (DTH)

Office Hours: Mondays, 12pm-1:30pm; Tuesdays, 2pm-3:30pm; or by appointment.

ETAMU Email Address: Stormy.Montes@etamu.edu

Communication Response Time: Within 48 hours

Class Meeting Days/Time: Monday, Wednesday, and Friday 10am-10:50am

Class Meeting Location: 301 DTH

Course Information

Textbook(s) Required:

All required readings in ENG 100 and 1301 are drawn from open-access repositories and OER textbooks and are available to students at no cost.

Software Required:

- D2L
- LeoMail
- A Word Processing Program (All ETAMU students have free access to [Office 365.](#))

Other Materials Required:

- [Computer or tablet capable of accessing D2L, LeoMail, and a Word Processor](#)

Course Description

ENG 100 is a developmental co-requisite course that builds the foundational reading, writing, and critical reasoning skills essential for success in college-level coursework. Students engage in rhetorical reading of informational and argumentative texts, practice academic writing conventions, and complete a scaffolded sequence of writing assignments that develops and reinforces the competencies they are applying in their concurrent ENGL 1301 enrollment.

Syllabus is subject to change. Your instructor will announce any changes.

Core Curriculum Course Objectives

- **Critical Thinking Skills:** to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information;
- **Communication Skills:** to include effective development, interpretation and expression of ideas through written, oral and visual communication;
- **Teamwork:** to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal;
- **Personal Responsibility:** to include the ability to connect choices, actions and consequences to ethical decision-making.

Student Learning Outcomes

Students completing ENG 100 will be able to:

- **Apply** rhetorical reading strategies to identify explicit information, draw valid inferences, and analyze author's craft in informational and argumentative texts.
- **Demonstrate** understanding of purpose, audience, and organization in academic writing.
- **Synthesize** ideas across paired argumentative texts, evaluating claims, evidence, and rhetorical relationships.
- **Produce** multi-paragraph essays that demonstrate development, coherence, and command of academic conventions.
- **Apply** sentence-level editing for grammar, usage, punctuation, spelling, capitalization, and sentence variety to improve clarity and style.
- **Demonstrate** effective rhetorical judgment about the appropriateness of written material for a given purpose and audience at the sentence and paragraph level.
- **Reflect** on growth in reading and writing skill and identify transferable strategies for continued development.

Instructional Modality

This is a face-to-face class. We will meet on Mondays, Wednesdays, and Fridays from 10am to 10:50am in 301 David Talbot Hall.

I prefer a student-centered approach to teaching; this class is about you and your learning experience. Each class, I will spend time lecturing at the front of the classroom, but we will also have discussions between you, me, and/or your peers as well as occasional activities regarding our topics and readings. The information throughout the course all connects, so it is important that students come to class with necessary materials, having completed readings for the day and completing assignments by the due date so that they do not fall behind.

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Assessment & Grading

The assessment in this course ensures that you, the student, are developing a strong foundation for reading and writing. This course utilizes short writings, quizzes, and essays for this. All assignments will be submitted on D2L. **All assignment submissions must be submitted in either .doc(x) or .pdf format.**

Grading Scale

A = 90% - 100%

B = 80% - 89%

C = 70% - 79%

D = 60% - 69%

F = 59% or Below

Weighted Grade Distribution

Category	Description	Weight
Entry Diagnostic (Week 1)	Ungraded, competency-referenced diagnostic across all four TSIA2 ELAR skill areas. Generates individual skill profile for instructor use.	Ungraded
Reading Skills Checks & Quizzes	Unit 1–2 informational reading checks; inference and argument analysis quizzes across units.	15%
Sentence-Level Assessments	Style & Clarity Quiz, Grammar & Usage Quiz, Mechanics Quiz.	20%
Writing & Revision Assessments	Paragraph analyses (Units 1–2), Short Synthesis Essay (Unit 3), Major Essay #1 with revision cycle (Unit 4), Style Revision (Unit 4), Short Argument Essay (Unit 7).	25%
Final Portfolio & Reflection	Revised major essay demonstrating substantive improvement; reflective essay (250–300 words) on growth in reading and writing across the semester.	25%
Vocabulary Glossary	Semester-long cumulative glossary (Weeks 2–14) with two submissions (Week 8 and Week 15), graded on completion, definitions, and sentences.	15%

Technology Requirements

Learning Management System (LMS)

Syllabus is subject to change. Your instructor will announce any changes.

All course sections offered by East Texas A&M University have a corresponding course shell in the myLeo Online (D2L Brightspace). Below are technical requirements.

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm

Zoom Video Conferencing Tool:

https://inside.etamu.edu/campuslife/CampusServices/CITESupportCenter/Zoom_Account.aspx?source=universalmenu

Access and Navigation

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@etamu.edu.

Note: Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, an East Texas A&M campus open computer lab, etc.

Course Policies & Procedures

Student Responsibilities and Tips for Success in the Course

Students can achieve success in this class through the following:

- Attending **every** class,
- Allocating a weekly reading and writing schedule,
- Asking for help from the Writing Center, or attending office hours

This course is reading and writing intensive and requires diligent, dedicated attention throughout the semester. Students who are most successful are those who set good habits from the first day of class and follow them without exception. As your instructor, I am here to help you, and I will do that anytime; still, there is only so much I can do to help. The responsibility for your success lies with you.

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Attendance and Participation

Students are expected to attend all classes on time, for the entire class session, every time. I will record attendance every class session. That being said, illnesses, unexpected events, and weather happen. For this, you can miss class 5 times in the semester without penalty. If you have excessive absences without discussing your situation with your instructor, points will be deducted from your final grade: 2 points per class session missed.

If you miss class, you are expected to go over that class session's materials and reach out with any questions. If you have an extended absence or need to miss class, you must notify your instructor via email in a timely manner (within 24 hours of the missed class).

When present in class, students are expected to be engaged with the classroom environment. This means listening to lectures, taking notes, asking and answering questions, and respectfully engaging with your peers.

Civility Policy:

Your instructor reserves the right to ask a student to leave class if any student proves distracting, hostile, and/or disruptive to either the instructor and/or classmates. If a student is asked to leave, the student will meet with the instructor during the instructor's office hours before returning to class.

If incivility occurs, the student(s) may also have a 0 entered in the gradebook for any activities, quizzes, etc. that were to be completed in class on the day in question. If incivility occurs during group work, ALL parties will meet in my office, and the student(s) at fault may or may not receive a 0 for the assignment(s).

I HAVE ZERO (0) TOLERANCE FOR HARASSMENT IN ANY FORM.

AI Policy (separate from the ETAMU Writing Program's Policy)

I do not permit the use of AI to complete your coursework, as this is a writing class where you are expected to work on your own writing. If I suspect you have completed an assignment with AI, then I will reach out to you and you may be asked to redo the assignment without AI. If you use AI for any part of an assignment, you must state as such on the assignment submission, and adjustments may be made to your assignment's grade. You as the student are fully responsible for the content of your assignment submissions. Any undocumented use of AI is considered plagiarism, which falls under ETAMU's academic dishonesty policy.

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Late Work

Students are expected to submit complete assignments by 11:59PM the due date set by the instructor. The exception to this is the Final Project that will be due during Finals week. All due dates will be announced in a timely manner.

If you need an extension or to make-up an assignment, you should email me ASAP to request this. In the email, you should briefly explain your situation and let me know how much time you think you'll need within reason. **I will approve and adjust extensions and make-up work on a case-by-case basis.** Requesting an extension or a make-up should be circumstantial and may not always be approved.

Communication

If you have any questions or are having difficulties with the course material, please contact your instructor.

Please reach out to me, I want to hear from you! I am your instructor, but I am also here to be your mentor. I care about you and your academic experience in my class. Suggestions to make my course better? Trouble understanding the content? Need suggestions and advice on papers and assignments? Have you come down with an illness or any other kind of emergency? Simply want to stop and chat? Need letters of recommendation? Please email me as soon as possible or drop by during office hours! I am in your corner, and I want you to succeed in my class.

NOTE: This is college, an institution of higher learning, and therefore, we are in a setting where everyone is expected to act with professionalism. Everyone in class, including the instructor, is expected to conduct themselves as adults, which entails; following the schedule, turning in work on time, time management, communicating with the instructor and classmates, completing the readings on time, and professionalism, etc. Therefore, I expect ALL OF US to behave in a dignified and professional manner in class, with assignments, during office hours, and especially with emails.

EMAILS: If you need to email me, please do so in the proper format. In the "subject" line of your email, please give me a very short summary, in no more than a few words, as to why you are emailing me (i.e., "ENG 100 Absence 09/02"). Also, please compose your email with introductions (ex: "Ms. Montes"), followed by your body paragraphs, and then end with salutations (ex: "Sincerely," "Best," etc.) with your name underneath them.

Please see the example of a full email below:

“Dear Ms. Montes,

I am emailing you today to let you know that I am sick and will not be in class. I will ask a classmate about today’s class and check D2L for today’s materials and assignments due.

Sincerely,

John Doe”

Grievance Procedures

Students who have concerns regarding their courses should first address those concerns with the assigned instructor in order to reach a resolution. Students who are unsatisfied with the outcome of that conversation or have not been able to meet individually with their instructor, whether in-person, by email, by telephone, or by another communication medium, should then schedule an appointment with Dr. Jason Walker, the Director of Writing (Jason.Walker@ETAMU.edu). In the case when the Director of Writing is the instructor, the student should contact Dr. Debbie Lelekis, Interim Chair of the Department of Literature and Languages (Debbie.Lelekis@ETAMU.edu). Where applicable, students should also consult University Procedure 13.99.99.R0.05 (“Student Appeal of Instructor Evaluation”).

Syllabus Change Policy

The syllabus is a guide. Various circumstances and events during the semester may make it necessary for the instructor to modify the syllabus. Any changes made to the syllabus will be announced in advance in class, on D2L, and via ETAMU email.

University Specific Procedures

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the Student Guidebook:

<http://www.etamu.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: <https://www.britannica.com/topic/netiquette>

Nondiscrimination Notice

Syllabus is subject to change. Your instructor will announce any changes.

Your value as a member of this course and university community at large is vital to me, regardless of social identity factors. While at times, the topic of class discussions, readings, and other activities may take you out of your comfort zone or even go against your individual perception of the world, you are expected to keep an open mind and evaluate claims based on facts and knowledge, rather than preconceived notions alone. For questions or concerns, please come talk to me.

East Texas A&M University will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information, or veteran status.

Attendance

For more information about the attendance policy please visit the Attendance webpage and Procedure 13.99.99.R0.01.

<https://www.etamu.edu/attendance/>

<https://coursecatalog.tamuc.edu/undergrad/academic-procedures/>

Writing Program Policy on Artificial Intelligence

East Texas A&M University (ETAMU) Writing Program acknowledges that there are legitimate uses of Artificial Intelligence (AI), Generative Artificial Intelligence (GenAI), and Artificial General Intelligence (AGI). The ETAMU Writing Program is guided by national, flagship organizations representing the discipline of English and the field of Writing Studies, including the Modern Language Association (MLA), National Council on the Teaching of English (NTCE), and the Conference on College Composition and Communication (CCCC) regarding the theorization and teaching of critical AI literacy. ETAMU Writing Program values a spectrum of beliefs about AI, GenAI, and AGI, ranging from ethical integration to absolute refusal. ETAMU Writing Program believes in and practices critical AI literacy alongside ethical, responsible integration of AI, GenAI, and AGI in our writing instruction, appropriately. We teach students to document their AI use in their writing and other curriculum deliverables while highlighting educational concerns about using these technologies. ETAMU Writing Program instructors share their position on and preferences for AI, GenAI, and AGI integration with students, and students follow the instructor's guidelines and the requirements of the course. Undocumented uses of AI, GenAI, and AGI can constitute an instance of academic dishonesty, including cases related to issues like plagiarism and misrepresentation in student deliverables

Academic Integrity

Syllabus is subject to change. Your instructor will announce any changes.

Students at East Texas A&M University are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

Undergraduate Academic Dishonesty 13.99.99.R0.03

Undergraduate Student Academic Dishonesty Form:

<http://www.etamu.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/documents/13.99.99.R0.03UndergraduateStudentAcademicDishonestyForm.pdf>

Graduate Student Academic Dishonesty Form:

<http://www.tamuc.edu/academics/graduateschool/faculty/GraduateStudentAcademicDishonestyFormold.pdf>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

Collection of Data for Measuring Institutional Effectiveness

To measure the level of compliance with the university's Institutional Effectiveness guidelines, throughout the semester, I will collect some of the ungraded texts you produce. The texts will be part of a portfolio created on your behalf and will be measured to ensure that our program "promotes practices that result in higher student academic achievement; an enhanced student experience; aligned and transparent decisions; and readily available information for improvement, accountability, and accreditation" (see "Department of Institutional Effectiveness," <http://www.etamu.edu/aboutus/institutionalEffectiveness/default.aspx>). This is solely an assessment of program effectiveness and in no way affects students' course grades or GPAs.

Students with Disabilities – ADA Statement

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services

East Texas A&M University

Velma K. Waters Library Rm 162

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: studentdisabilityservices@etamu.edu

Syllabus is subject to change. Your instructor will announce any changes.

Website: Office of Student Disability Resources and Services

<http://www.etamu.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in East Texas A&M University buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and East Texas A&M Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the Carrying Concealed Handguns On Campus document and/or consult your event organizer.

Web url:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all East Texas A&M campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

Resources

East Texas A&M Supports Students' Mental Health

The Counseling Center at East Texas A&M, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit www.etamu.edu/counsel

Writing Center

The Writing Center offers writers free, one-on-one assistance. We welcome all writers, majors, and disciplines—undergraduate and graduate students alike. In fact, we work from the premise that all writers, no matter their ability level, benefit from the feedback of knowledgeable readers. The Writing Center staff is trained to provide writers with just this service. In short, we are here to help you help yourself. The Writing Center offers one-on-one sessions with writers—both face-to-face and online—begin on the hour and last up to 45 minutes. You cannot sign up for back-to-back appointments, but you may sign up for as many appointments as you'd like each day and week. For more information, visit <https://www.etamu.edu/writing-center/>

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Library

The Velma Waters Library supports the research, learning and teaching interests of students, faculty and staff. Connect with a librarian, explore our research and course guides, and attend workshops.

Chat with a Librarian! Get immediate assistance with our chat service on the main Library page: <https://www.etamu.edu/library/>

- Email libraryservice@etamu.edu We will respond to your email within 24 hours, often much sooner.
 - **Text** your question to 903.225.2862.
 - **Call** the Waters Library at 903.886.5718 or contact the librarian for your college/department to discuss your research needs.
 - **Meet With Us!** Don't stay up all night searching Google. Schedule a one-on-one consultation held in-person or via Zoom with the librarian for your college/academic department.
 - **Visit Us!** We'd love to meet you in-person! o Waters Library Research Office: Second Floor, Room 213
 - Waters Library University Archives: 4th Floor, Room 406A
- East Texas A&M at Mesquite Metroplex Center: Second Floor, Study Room

Student Career Preparedness Office

Meet with career advisors who can help you with the resources and tools needed to prepare you for your next phase after graduation and beyond. To schedule an appointment, you can either call 903.468.3223, emailing hirealion@etamu.edu or go online by clicking [schedule an appointment](#).

Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

Course Calendar

Week	Unit	Topic	Assignment(s)
1	Unit 1: Reading for Meaning	Main ideas, explicit information, and the reading process; reading like a writer	Diagnostic Quiz — Entry Diagnostic (ungraded)
2	Unit 1: Reading for Meaning	Drawing inferences from informational and persuasive texts; fact vs. opinion	Reading Skills Check #1; Vocabulary Glossary begins (weekly, Weeks 2–14)
3	Unit 2: Analyzing Author's Craft	Rhetorical appeals, word choice, and text analysis; close reading of a paired op-ed/argumentative essay	Diagnostic Essay (ungraded)
4	Unit 2: Analyzing Author's Craft	Writing focused analytical paragraphs; summary, paraphrase, and analysis	Rhetorical Analysis Paragraph w/ Reflection
5	Unit 3: Synthesizing Across Texts	Comparing arguments and rhetorical relationships; mapping two authors' claims and crafting synthesis statements	Synthesis Reading Assessment
6	Unit 3: Synthesizing Across Texts	Integrating sources and writing the synthesis essay; quoting, paraphrasing, and summarizing	Synthesis Essay with Collaborative Outline (350–450 words)
7	Unit 4: Academic Essay Foundations	Essay structure and reverse outlining	
8	Unit 4: Academic Essay Foundations	Thesis development, organization, and drafting; prewriting and paragraph structure	Major Essay #1 – Expository (400–600 words, full revision cycle); Vocabulary Glossary submission 1
9	Unit 4: Academic Essay Foundations	Revision and the writing cycle	Essay Revision with Conference (Style Revision)
10	Unit 5: Sentence Style and Clarity	Concision, sentence variety, and academic tone; wordiness and cohesion	Style and Clarity Quiz

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Week	Unit	Topic	Assignment(s)
11	Unit 5: Sentence Style and Clarity	Sentence-level judgment and revision; paragraph unity and coherence	
12	Unit 6: Grammar, Usage, and Mechanics	Grammar and usage conventions; diction and commonly confused words	Grammar and Usage Quiz
13	Unit 6: Grammar, Usage, and Mechanics	Punctuation, spelling, capitalization, and proofreading	Mechanics Quiz
14	Unit 7: Argument and Portfolio	Thanksgiving Break; no new content	
15	Unit 7: Argument and Portfolio	Constructing arguments; structure and content of an argument essay	Argument Analysis Quiz; Major Essay #2 – Short Argument Essay (300–500 words, full revision cycle); Vocabulary Glossary submission 2
16	Unit 7: Argument and Portfolio	Portfolio assembly and reflection	Final Portfolio (revised major essays plus reflection), due finals week

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