

English 118 College Writing Development COURSE INTRODUCTION & SYLLABUS

Instructor: Judy Myers

Instructor's Office: Faculty Office Building 124

Office Hours: Mondays, 2:30 - 4:00 pm, Tuesdays, 2:00 - 3:30 pm, Tuesdays, 6:00 - 7:00 pm Thursdays, 2:00 - 3:00 pm, & by appointment.

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Course Section: 8740

Course Meeting Times: Mondays, 4:00 - 6:45 pm. (one 10 minute break)

Classroom: LA115. A few weeks after the semester begins, we will be meeting in LC202, the electronic classroom, for the second half of class from 5:25 - 6:45.

Required Texts:

- 1) *Uncommon Knowledge: Exploring Ideas through Reading and Writing* by Hawkins and Isaacson.
- 2) *Sharing & Responding* by Pat Belanoff & Peter Elbow
- 3) *The Least You Should Know about English*, Form A, Eighth Edition by Teresa Ferster Glazer.
- 4) Dictionary (see below)
 - a) If you are a native English speaker, you are required to purchase and bring to class the 4th compact paperback edition of the *American Heritage Dictionary*.
 - b) If English is your second language (or third, or fourth), you are required to purchase and bring to class the *Longman Dictionary* with cd rom. (Please check bookstore shelves for specific edition.) If you already have a good second language dictionary, show it to me and I will let you know if it is sufficient.

Required materials:

1. A 3 1/2" double density, double sided diskette & a case to carry it in.
2. A three ring binder for your reading logs / journal and freewrites.
3. Several plain manila folders or thin folders with pockets for handing in drafts and final revisions of essays.

A NOTE ABOUT THE COURSE: This class will teach you to write a basic essay. You will use what you learn about reading and writing in this class in every one of your other classes, especially those that require writing. We will write, write, and write, and revise, revise, and revise. Be ready to write. And remember to plan study time into your schedule. You will spend two hours on homework for every one hour of classtime. Some weeks you'll spend more time, some weeks, less, so be realistic about your schedule.

Once a week, we'll be working together in the electronic classroom. We will, of course, spend some in-class writing time on the computers, but as well, we will be interacting through the computers using a chatting/editing network.

So, in essence, we'll have some class and group discussions on the computers. Even if you aren't familiar with computers, I think you'll find the computer time useful and interesting. You'll learn how to use the computer if you don't already know how, and if you do know, you'll be a great resource for others who are learning computer skills.

COURSE PERCENTAGE BREAKDOWN

Portfolio Essays & Portfolio	45%
All Other Essays + Grammar Work	25%
Freewriting Diary, Reading Journal/log, Attention to Writing Process	10%
Final Exam	10%
In-class Writing, Class Participation	10%

Note: Out-of-class writing assignments account for 80% of your grade. Your grade will depend very much on your ability and willingness to complete the assigned essays, drafts, reading logs, freewrites, etc.

CLASS GUIDELINES

1) Class begins on the hour. Consistently late students will lose points from their grade. Three lates equal one absence.

2) Attendance is important to success in this class. I will hand out absence coupons. You will receive one of these. These are NQA coupons. When presented to me, No Questions will be Asked about your absence. However, once you hand me that first coupon), you will receive a warning reminding you that you have only one more absence. After your second absence, I reserve the right to drop you from the course. Please note: Extra credit points will be awarded to any student who turns in his/her NQA absence coupons unused at the end of the semester.

3) Papers and drafts must be turned in on time. You will also receive one NQA coupon which allows you to hand in one late essay. Otherwise there will be a 1/2 point grade reduction for each class day a paper is late. Please note: Extra credit points will be awarded to any student who turns in his/her NQA late paper coupon at the end of the semester.

4) All written work must be your own work. Plagiarism is cause for an "P" and dismissal from the course. Do not steal, borrow, or use other people's ideas, words, and information. If you've used information from another source or even talked to a friend who's given you ideas for your paper, you must credit your sources. If you've quoted or paraphrased another source, you must give credit where credit is due. Write an acknowledgment to your outside sources or use footnotes or endnotes to cite outside sources. (We will discuss how to do these things.) If you represent written work as your own that is, in fact, someone else's work (plagiarized work), you will receive an "F." If you plagiarize a second time, you will be asked to leave the class.

5) Be prepared to participate in class discussions and involve yourself in group work if we're working in groups. This is part of your grade.

6) If your cellphone, beeper, pager, or any other electronic device goes off during our class, I will ask you to stand up and sing a song of your choosing out loud. Turn 'em off before you come into class!

7) We will be using the computers in class. Be ready and willing to learn the techniques needed to participate in computer conferences, writing on the computer (word-processing), and partner/ group edits on the computer.

8) All essays must include an earlier, working draft. This is part of your essay grade. I will not grade essays that do not have at least one first draft.

ENGLISH 118 JANUARY WEEKLY SCHEDULE:

KEY:

HO = Handout

S R = *Shaling & Responding* by Pat Belanoff and Peter Elbow

UK = *Uncommon Knowledge* by Hawkins and Isaacson

OfRL = Options for Readings Logs (after readings in UK)

OfW A= Options for Writing Assignments (after readings in UK)

Least = Title *Least You Should Know about English* by Glazier

E # 1 = Exercise # 1 in *Least*

Monday, Jan. 13th

Course Intro Freewrite + Freewriting Diary Introduction/ object

Monday, Jan. 20th

HOLIDAY! CELEBRATE MARTIN LUTHER KING!

Monday, Jan. 27th

Quiz on Syllabus and Course Guidelines Due: Introduction of Classmate/Mini-essay

Due:Read HO #1

More Freewriting and begin Essay #1.

Bring a great attitude to class

Note: During the last two weeks (from 1/13 -1/27), you added three out-of-class freewrites (homework) to your Freewrite Diary and one in-class freewrite. I'll expect you to continue to add at least four freewrites per week. Usually we will do at least one of these in class. Use these ten minute freewrites to get what's on your mind out onto the page.

Monday, Feb. 3rd:

We meet in LC202 (bring your writing on disk if you wish)

Due: Continue writing steps as described in last class and bring completed draft for Essay #1 to class (rough draft okay).

Due: Read SR, pps 3 - 5, 7 - 8 (finish #4). Understand the differences between the various ways of responding to writing.

Bring a great attitude to class!

Upcoming Important Dates:

Friday, Feb. 14th: LAST DAY TO DROP WITHOUT W HOLIDAY (NO CLASS)

Friday, April 18th - Sunday, April 25th: SPRING BREAK (NO CLASS 4/21)

Note: Each week, you should be adding four freewrites to your Freewrite Diary. They can be in-class freewrites and/or out-of-class freewrites. Most probably you'll need to include some out-of-class freewrites as we will not habitually do four free writes in class every week. Use these ten minute freewrites to get what's on your mind out onto the page. These are to be handed in with your unit folders.

Monday, Feb. 10th:

Due: Essay #1 (Hand in your final draft and all your previous drafts: your freewrites and 20-minute write.

Organize and clearly mark the pages and put them in a folder. Your final draft must be typed or computer written.) Due: Read *UK*, pps 2 - 28
Introduction - Reading Logs

Friday, Feb. 14th: LAST DAY TO DROP WITHOUT W (I am telling you this not because I want you to drop, but simply because I want you to be informed. If you are considering dropping, please come and talk with me.)

Monday, Feb. 17th:

HOLIDAY (NO CLASS)

CELEBRATE THE DEAD PRESIDENTS!

Monday, Feb. 24th:

Due: Read *UK* pps 29 - 30, 33 - 35, 46 - 52, and 66 - 70

Due: OfRL p. 31, #2, OfRL p. 35, #1, OfRL p.53, #2

Due: 20-minute write as directed in class

During class time we will explore more writing steps and begin Essay #2

Monday, March 3rd:

Due: Your Best draft, Essay #2 (close to final). Bring the essay on diskette and bring two hard copies to class.

Due: Read *SR*, pps 8 - 11, 49 - 51, and 22 - 26 up to reply. Please read these pages in the order suggested.

Monday, March 10th:

Due: Final draft (and all previous drafts) for Essay #2 (Put everything in one folder with your name on it.

Due: Read *UK*, pps 74 - 77, do OfRL #2

Due: Read *UK*, pps 103 -104, do OfRL #2