

Fall 8-15-2015

# ENG 1001G-008, 018: Composition and Language

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English 1001G--Composition & Language  
Fall 2015  
sec 008 10:00-10:50 MWF CH 3210/3140  
sec 018 12:00-12:50 MWF CH3210/3140

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*office hours: MWF 9:00-9:50 and 1:00-1:50. Fridays also 11-11:50 or by appointment.*

texts:

*Faigley's Writing: A Guide For College and Beyond, 3<sup>rd</sup> ed.*  
*Graff and Birkinstein's They Say, I Say*  
*Prentice-Hall Reference Guide*  
*The Norton Reader, 13<sup>th</sup> ed.*

*\* You will also need one simple 2-pocket folder.*

### COURSE DESCRIPTION

English 1001G is a three-credit writing-centered course in the reading and writing of expressive, expository, and persuasive texts. Attention is given to effective expression, clear structure, adequate development, and documentation of sources. The goals of English 1001G are meant to enable you to

- .....Write expository and persuasive papers( a minimum of 5,000 words) in which paragraphs, sentences, and words develop a central idea. These papers should reflect an understanding and a command of recursive writing processes: generating and prewriting strategies for forming a thesis, methods for planning and drafting a paper, strategies of revising for clarity and adequate development, and means for polishing and editing. These papers should demonstrate consideration and employment of effective methods of organization. At least one paper [will] introduce [you] to methods of library, online, and/or field research, entail the use of primary and secondary source materials drawn from both online and library sources, and reflect current principles of documentation.
- To write purposeful, adequately developed paragraphs and sentences that are direct, economical, free of ambiguity, and structurally appropriate for the ideas expressed and for the audience to whom they are directed.
- To develop skills in critical reading and listening for understanding and evaluating culturally diverse course materials and for becoming more discerning readers.
- To develop research skills , including effective use of source materials and principles of documentation.
- To develop skills in revising [your] own writing by participating in peer review workshops and by revising [your] essays.

Your writing will take place both in and outside of class and will include shorter in-class assignments as well as the various stages of work that lead up to finished essays. During the semester we'll focus on learning how to organize, articulate, and develop your thoughts clearly and effectively in expository, expressive, and argumentative prose; we'll also work with online sources: how to find appropriate ones, how to judge quality, how best to use information from them, etc. Additionally, you will write several papers that will involve research and documentation of outside sources. Finally, some in-class writing as well as one research project will be done collaboratively.

It is your responsibility to keep track of due dates and tasks, both listed on your syllabus as well as those announced in class. On the first day of class you are given this policies statement as well as a syllabus. Additionally, I have posted on D2L (Desire2Learn)copies of your syllabus as well as this policies statement in case you need an extra copy.

There will be quizzes given on the reading material. The frequency of these quizzes can, in part, be controlled by you. If, through discussion, writing assignments, etc., it appears that you are reading and thinking about the assigned material, the number of quizzes will decrease. Slack off on the reading, however, and back come the quizzes....

This section of English 1001G is computer-assisted; some of the reading, writing, and research will be performed on the computers in CH3210. We will alternate classrooms on a weekly basis: one week in the computer lab (CH3210), followed by a week in the traditional classroom (CH3140). Your syllabus tells you where you need to be each day—check it before you come to class!

#### GRADING:

- I. NOTE: To pass English 1001G, you must have a grade of A, B, or C at the end of the semester. Anything below constitutes a mark of "NC" ("no credit") and will result in you having to retake the course.

NOTE: An "NC" is not factored into your semester or cumulative GPA. For example, an "A" would count as a 4.0, a "B" as a 3.0, and so on, but an NC would simply show that you took the class but did not pass/did not receive credit.

- II. In my class the final grade will be determined like this:

- 10% on quizzes, short homework and in-class writing assignments
- 10% on class participation, preparation, attitude
- 10% on class presentation of research findings
- 10% Essay # 2 (word count approx. 1,300 words)
- 10% Essay # 3 (word count approx. 1,300 words)
- 30% Essay # 4 (word count approx. 1,000 per person; 20% individual grade, 10% group grade)
- 20% Essay # 5 (word count approx. 1300 words)

(NOTE: Essay # 1 [ word count approx. 350-500 words] is written in-class and will receive a homework grade.)

- III. You will have the option of revising *either* Essay # 2 *or* Essay # 3. I will average the grade from the original with the grade on the revision. This new grade will replace the original or first grade. (e.g. if on Essay # 2 you first receive a C, and on the revision you get an A, the final grade for Essay # 2 is a B.)

- IV. I use the Guidelines for Evaluating Writing Assignments in EIU's English Dept., a copy of which will be given to you. We will review and discuss these standards before your first graded essay is due, as well as throughout the semester.

- V. You **MUST** turn in your portion of the collaborative research paper in order to be considered for a passing or a failing grade. Please understand that **simply turning in this paper does not guarantee a passing grade**. Failure to turn in this paper will automatically result in a grade of NC for the semester.

- VI. If you fail to turn in one of the non-research essays and do not have a legitimate excuse, the grade for that assignment will consist of two F's instead of one; I don't think it's fair to give equal grades to someone who at least attempted the assignment but may have had problems, and someone who didn't even bother to make the effort.

- VII. Please do not hesitate to ask if you have questions about a grade on an assignment; I do ask, however, that you wait one full day before coming to my office or setting up an appointment for this. This will give you time to fully read and think about the comments I have written throughout the essay that are meant to give you an understanding of an assignment's strengths and/or weaknesses.

## ATTENDANCE, PREPARATION, and BEHAVIOR

Much of what you will learn from this class will come from daily discussion, collaborative work, lecture, and, as time permits, individualized attention to your writing questions. Therefore, attendance, preparation, and participation are very important. You are expected to be on time to each class, bring the appropriate material (textbook, rough draft, homework, etc.) listed on your syllabus for that day, and be prepared to discuss and question the material for that day.

Being physically present but not bringing required material, not participating, routinely coming in late, sleeping, etc. will not help you when it comes to your grade for participation/preparation/attitude.

Use of phones is prohibited unless you are adding a date to an electronic calendar or using it for research, etc., all of which must be approved by me. All phones must be zipped inside your backpack or purse by the start of class time.

Headphones and earbuds must be unplugged, off your head, and out of your ears.

**It is up to my discretion what constitutes acceptable and unacceptable behavior. Actions such as the aforementioned may get you dismissed from that day's class, especially if the behavior becomes a pattern. If you are dismissed for any of the aforementioned behaviors—or others I deem unacceptable—it will count as an unexcused absence and one of your personal days will be used.**

Unless it is an absolute emergency, bathroom breaks are to be taken either before or after this class, not during.

**The classroom door will be shut at five minutes after the hour, so make sure to be on time. If you are late the door will not be opened for you.** Exceptions may include the following: if you know that you have an exam in the class immediately preceding ours, if you have an advising appointment, etc. and may be late, please inform me before class if possible.

## LATE WORK AND ABSENCES

If you are unable to attend class due to illness or other legitimate excuse (e.g. a true emergency, unsafe travel condition for commuters or participation in a recognized University-sponsored activity for which I have been notified in advance), **it is your responsibility to contact me about make-up work.** If you are ill or an emergency arises and you have to leave town, you must contact me ASAP so that I am aware of the situation. (This is something you should also do with your other instructors.) If you have been ill, I am certainly willing to work with you in terms of class assignments as long as you contact me and show documentation. I am not inclined to work with or be lenient toward someone who has missed several days (and/or weeks) worth of class and has not been in contact and/or does not have an excuse approved by me.

**I will accept late work** (homework and essays) **only if you have an excused absence**--that is, a legitimate illness or situations such as those mentioned earlier.

For this class, you have a total of three personal days which may be used at your discretion without penalty. **HOWEVER, YOU MAY NOT USE YOUR PERSONAL DAYS ON DATES WHEN AN ESSAY, ROUGH DRAFT** (meaning, you cannot miss on an in-class work day), **or PRESENTATION IN WHICH YOU ARE PARTICIPATING IS DUE, WHEN YOU HAVE A CONFERENCE SCHEDULED, OR DAYS WHEN YOU ARE WORKING ON YOUR GROUP RESEARCH PROJECT.** If your ride is leaving early, if you have a wedding to attend or a non-school-related trip, etc., these are times when it may be wise to use one of your personal days. Please note that you are responsible for getting class notes, handouts, etc. from the day you missed. Quizzes given on a personal day may not be made up.

**If you use all three personal days and have additional absences that are not excused (that is, if you “blow off” class), you automatically fail the class.**

I do give you the option of turning in EITHER Essay # 2 or Essay 3 one class day late. For example, if the essay is due on Monday I will accept it at the start of class on Wednesday but no later. **Other than this one instance, I will not accept late work unless you have an excused absence. Unless prior arrangements have been made, you must be in class to turn in the paper—no having a friend turn it in, no putting it into my mailbox or under my office door**

Quizzes are given at the start of class, so be on time, as these cannot be made up unless you have the excused absence.

Please note that oversleeping and rides going home for the weekend are NOT excused absences!

#### EMAIL contact

Please use your EIU email account when corresponding with me electronically; sometimes student email sent from other accounts (hotmail, yahoo, etc.) is blocked or sent to my spam folder.

**Also, I do not use D2L’s email feature. All emails must be sent to my regular panthermail address, which is [kmolsen@eiu.edu](mailto:kmolsen@eiu.edu).**

#### CONFERENCES AND MEETINGS ABOUT YOUR WRITING

Meeting face-to-face is much more effective when discussing your writing; therefore, I do not read or accept essays (rough drafts and/or final versions) that are emailed to me unless previous consent has been given. I encourage you to schedule an appointment or just stop by my office during my scheduled office hours throughout the semester if you have questions or difficulties with any assignment.

This semester there will be at least one mandatory individual conference during which we'll discuss your writing, progress, grade, etc. They will be held near midterm time, and we will not meet for class on these conference days. Additionally, we will have mini-conferences scheduled during class time for certain projects such as the collaborative research assignment.

#### ESSAYS and DEADLINES

Papers need to be double-spaced with one-inch margins and a size 10-12 font. Include name, essay number, date, and a creative title .You also will need to include additional material such as peer editing sheets and essay description/purpose page. (These will be discussed in class before you begin your first essay.) **Essays are due at the beginning of class. They must be printed out before you come to class. If you are late to class on the day an essay is due, the first time it will count as your one “free” late essay. After that, if you are late again on the day an essay is due, it will not be accepted unless I consider it a valid excuse. Waiting until the last minute to finish writing or printing your essay, running out of printer ink, a jammed printer, waking up late, not being able to open your document, etc. are not considered valid excuses. Give yourself plenty of time to get this stuff done early!**

#### EIU POLICY ON PLAGIARISM

Students are expected to maintain principles of academic integrity and conduct as defined in EIU’s Code of Conduct (<http://eiu.edu/judicial/studentconductcode.php>). Violations will be reported to the Office of Student Standards.

Additionally, The English Dept.’s policy on plagiarism is as follows:

"Any teacher who discovers an act of plagiarism--'the appropriation or imitation of the language, ideas, and/or thoughts of another author, and representation of them as one's original work"--has the right and responsibility to impose upon the guilty student an appropriate penalty , up to and including immediate assignment of a grade of F for the course and to report the incident to the Judicial Affairs Office. Respect for the work of others should encompass all formats, including print, electronic, and oral sources."

We will spend time discussing how to avoid inadvertent plagiarism and how to properly document sources using MLA guidelines.

Please, please be careful when having a friend or relative help you with and/or proofread your paper or other writing assignments. While of course it's helpful to have someone point out problem areas, it can be considered plagiarism if that person (instead of you) is the one who actually makes the changes. Actions such as this take away your "ownership" of the paper, especially when much of the wording is no longer yours. Work on making suggested changes yourself, ask questions during class or my office hours, look in your textbook (e.g. check out the Little, Brown Handbook if you're not sure about a punctuation situation) and/or visit the Writing Center.

#### FINAL EXAM

Yahoo! There is no final exam in English 1001! We will not meet for class during finals week.

#### ELECTRONIC WRITING PORTFOLIO

As an EIU graduation requirement, you are required to submit one essay per year to the electronic writing portfolio. The first EWP document (e.g. during your freshman year) must come from a 1000-level class , and it must be a traditional-style essay (e.g. no collaborative work, no creative writing, etc.). If you wish to submit an essay that you have written for my class, you must do so *during the semester that you are enrolled in the course*. **Essays submitted from my class for the EWP must be turned in to the EWP site by the deadline I announce in class and/or on the syllabus. I cannot accept or score any essays turned in after this date.** This will allow all of us to be able to focus on final English 1001 assignments/essays, etc. for the last couple of weeks of the semester. You will receive more EWP details during the semester, and/or you can check out the website at [www.eiu.edu/~access](http://www.eiu.edu/~access) for further information.

#### DOCUMENTED DISABILITIES

If you have a documented disability and wish to receive academic accommodations to fully participate in this class, please contact the Office of Student Disability Services (OSDS). All accommodations must be approved through OSDS. Please stop by Ninth St. Hall , Room 2006, or call 217-581-6583 to make an appointment.

#### STUDENT SUCCESS CENTER

Students who are having difficulty achieving their academic goals are encouraged to contact the Student Success Center ([www.eiu.edu/success](http://www.eiu.edu/success))for assistance with time management, test taking, note taking, avoiding procrastination, setting goals, and other skills to support academic achievement. The Student Success Center provides individualized consultations. To make an appointment, call 217-581-6696, or go to Ninth St. Hall, Room 1302.

English 1001  
sec 008 10-10:50 MWF CH3210/3140  
Sec 018 12-2:50 MWF CH3210/3140

Instructor: K. Olsen  
Fall 2015

**PLEASE NOTE:** This is a tentative syllabus; changes made be made as needed and will be announced in class. Assignments are due at the start of class time on the date on which they appear on the syllabus. You must bring appropriate materials –a particular textbook, a rough draft, etc. **Whenever a reading assignment is due, you must bring that specific book (or handout, if it's not in a book) to class.** Finally, don't forget that we switch classrooms on a weekly basis.

### TEXTBOOKS FOR THE COURSE

TSIS = *They Say, I Say*

PH= *The Prentice Hall Reference Guide*

WAG = *Faigley's Writing: A Guide for College and Beyond*

Norton = *The Norton Reader*

#### WEEK ONE—CH3210

M(8/24) course introduction, policies

W(8/26) in-class diagnostic writing/Essay # 1

F(8/28) views on writing. Read in Norton pp 443-445 Stephen King's "On Writing." (Remember to bring book to class!)

#### WEEK TWO—CH3140

M(8/31) Read WAG pp 19-27. Read WAG pp 5-17. Genre, purpose, audience.

W(9/2) Critical thinking and reading. Discuss grading standards. Turn in "genre and media" homework.

F(9/4) Read WAG pp 138-139 and PH pp 23-28. Observation and angle of vision. Discuss essay #2 topic.

#### WEEK THREE—CH3210

M(9/7) LABOR DAY—NO SCHOOL

W(9/9) Read WAG pp 74-75 "My Hips, My Caderas" and "Monster in a Ryokan" pp 116+. Sensory details. Discuss in-class workday requirements.

#### WEEK THREE—CH3210 continued

F(9/11) Read WAG pp 33-39 and PH pp 11-13 and 29-32. Thesis, outline, p.o.v. Work on rough draft of Essay # 2 for part of class. Bring required materials as discussed in class.

#### WEEK FOUR—CH3140

M(9/14) In-class peer editing. Bring two print copies of your 90%-completed rough draft of Essay 2 to share.

W(9/16) ESSAY # 2 DUE at start of class for 12:00 class. Discuss revising, editing.

F(9/18) ESSAY # 2 DUE at start of class for 10:00 class. Bring WAG to class. Discuss MLA citations, punctuation.

**WEEK FIVE—CH3210**

M(9/21) Read WAG "Games, Not Schools, Are Teaching Kids to Think" pp 437-438. Continue MLA citation work.

W(9/23) Read WAG "Mother Tongue" pp 85-91. Discuss essay # 3 topic. Sign up for midterm conferences.

F(9/25) Bring WAG to class. More MLA discussion (Works Cited page, etc.).

**WEEK SIX—**

M(9/28) CLASS WILL NOT MEET THE REST OF THE WEEK. INSTEAD, MEET IN MY OFFICE

W(9/30) (3055 COLEMAN HALL) FOR MANDATORY MIDTERM CONFERENCES. BRING

F(10/2) REQUIRED MATERIALS. (REQUIREMENTS WILL BE ANNOUNCED IN CLASS.)

**WEEK SEVEN:**

**CLASS WILL NOT MEET. INSTEAD, MEET IN MY OFFICE FOR CONFERENCES.**

**NOTE: DUE DATES FOR ESSAY # 3 WILL BE STAGGERED. HERE IS THE SCHEDULE:**

- If you had a conference on Mon., 9/28, Tues., 9/29, or Wed. 9/30, your essay is due Fri. 10/2.
- If you had a conference on Thurs. 10/1 or Fri. 10/2, your essay is due Mon. 10/5.
- If you had a conference Mon. 10/5 or Tues. 10/6, your essay is due Wed. 10/7.
- If you had a conference Wed. 10/7, your essay is due Thurs. 10/8.
- If you had a conference on Thurs. 10/8 or Fri. 10/9, your essay is due Mon. 10/12 at the start of class.

**TO TURN IN ESSAYS, PUT IN MY ENGLISH DEPT. MAILBOX IN COLEMAN HALL, or BRING IT TO MY OFFICE AND PUT IT ON MY DESK, UNDER MY DOOR, OR IN BOX OUTSIDE MY OFFICE BY 2:00 ON DUE DATE.**

**WEEK EIGHT—CH3140**

M(10/12) Return to class! Introduce collaborative research project topics. Read TSIS pp 17-23 and WAG ch 20 pp 567-577..

W(10/14) More discussion of collaborative research project (aka Essay # 4). Work in class on topic search. Discuss notecards. Discuss argument. Read WAG pp 403-404, 442-443, 448-453.

F(10/16) FALL BREAK—NO SCHOOL

**WEEK NINE—CH3210**

M(10/19) Do not meet in classroom today. Instead, meet at south lobby of Booth Library (the doors near the clock tower) for session in the eclassroom.

W(10/21) Turn in topic proposal, list of duties, and work plan. Read TSIS ch. 6. pp 74-87.

F(10/23) Notecard check. Bring material to work on and required notecard and source material.

**WEEK TEN—CH3140**

M(10/26) Notecard check. Same as Friday.

W(10/28) Discuss annotated bibliography & look at sample student research paper. Bring WAG

F(10/30) By today, each person must bring at least one full written or typed page—including correct citations--of their rough draft to class. In-class work and mini-conferences.

**WEEK ELEVEN—CH3210**

M(11/2) In-class group mini-conferences all week. Bring required materials—at least 2 full pages of rough draft per person—including correct citations, as well as material to work on.

W(11/4) Sign up for group presentation date and time. During class, you will read, summarize, and write a critique and outline of each of your partners' drafts.

F(11/6) **OPTIONAL REVISION DUE.** In-class work on annotated bib and/or other related material—e.g. presentation.

**WEEK TWELVE—CH3140**

M(11/9) Group presentations all week.

W(11/11) Same as Monday.

F(11/13) Same as Monday and Wednesday.

**WEEK THIRTEEN—CH3210**

M(11/16) **ESSAY # 4** (and all required materials) **DUE AT THE START OF CLASS.** Fill out project evaluations, in-class writing.

W(11/18) Comma splices, colon, and semi-colon review.

F(11/20) APA review.

**WEEK FOURTEEN—**

11/24-11/28 THANKSGIVING BREAK!

**WEEK FIFTEEN—CH3140**

M(11/30) Read Norton pp 226+ "Is Google Making Us Stupid?" and answer question # 2 to turn in at the start of class today.

W (12/2) Discuss Essay # 5 topic. Read WAG pp. 24-25. Search for sources in-class if time.

F(12/4) in-class work on rough draft.

**WEEK SIXTEEN—CH3210**

M(12/7) **DEADLINE FOR EWP. IF YOU WISH TO SUBMIT AN APPROPRIATE ESSAY TO THE EWP, YOU MUST DO SO ELECTRONICALLY BY 2:00 PM TODAY.** In-class peer editing. Bring 2 print copies of your draft to share.

W(12/9) Essay # 5 due. In-class evaluation of diagnostic essay.

F(12/11) TBA

\*REMEMBER, THERE IS NO FINAL EXAM IN ENGLISH 1001. WE WILL NOT MEET DURING FINALS WEEK.

