

Fall 8-15-2011

ENG 1001G-015: Composition And Language

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Recommended Citation

Binns, Donna, "ENG 1001G-015: Composition And Language" (2011). *Fall 2011*. 16.
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English 1001G: Composition & Language

Instructor: Donna Binns
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Hours: Mondays 2:00--2:50 p.m.
Tuesdays 12:30 p.m.—2:30 p.m.
Wednesdays 1:00 p.m.—2:00 p.m.

Course Description: This course focuses on the reading and writing of analyses and arguments. Attention is given to effective expression, clear structure, adequate development, and documentation of sources.

Course Objectives: Students should receive instruction that enables them:

1. To write analysis and argument papers 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 formulating 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.
2. To write focused, adequately developed paragraphs and sentences in standard written English that are direct, economical, free of ambiguity, structurally appropriate for the ideas expressed, and suitable to the purpose of the text.
3. To develop the ability to evaluate and criticize their own and their peers' writing.
4. To develop the ability to understand and evaluate diverse course materials.

Texts and Materials:

The Allyn & Bacon Guide to Writing; The Contemporary Reader; A Pocket Style Manual
USB Storage Device

Course Requirements:

Reading: We will discuss reading assignments on the day they are listed on the course calendar. Set aside enough time to read, analyze, think about, and re-read if necessary each assignment. Look up unfamiliar words before coming to class. Prepare yourself to contribute to class and group discussions.

Writing: Students must complete the three assigned essays and final project in order to be eligible to pass this course. Frequent in-class and out-of-class writing activities will also be assigned as part of our daily work. In-class writing must be completed during the allotted time in class, so promptness and consistent attendance are crucial. Out-of-class writing, including essays, must be printed prior to class. **E-mail attachments will not be accepted as substitutes for hard copies of your work.** Classroom printers are for in-class activities only.

Daily Work & Participation: In addition to in-class writing activities, there will be a substantial amount of daily work (such as peer response, homework, response papers, in-class writing, and group work) during the semester. Group activities, including peer response, can only be completed during the allotted time in class, so they may not be made up at a later date (even for an excused absence). Homework is due at the beginning of class. Class participation also factors into the overall daily work grade. Each week, I assign a participation grade worth a maximum of five points. Lack of participation in class or group activities and discussions, failure to bring appropriate materials (such as texts) to class, and/or chronic tardiness will result in the loss of some or all of those weekly participation points. **It is the student's responsibility to make sure that all work is turned in promptly.**

Attendance: Because discussion and peer response are important components of this course, attendance is vital. Four unexcused absences will be tolerated (as indicated above, however, some in-class work cannot be made up at a later date); the fifth absence will lower your daily work/participation grade by one letter; the sixth will lower your course grade by one letter; the seventh will lower your course grade by two letters; and the eighth will result in failing the course. Perfect attendance merits the addition of 20 extra-credit points to the daily work point total (not the final percentage). Anyone arriving at class more than fifteen minutes late or leaving before the instructor dismisses class will be counted absent. Missing one class does not excuse you for failing to prepare for the next. Absent students will be responsible for finding out what material was covered and what assignments were made in class. For an absence to be excused, bring proper verification (written documentation approved by me) for illness or emergency.

Grading:

The breakdown for graded work is as follows:

Three Essays:	60% (20% each)
Final Project:	20%
Daily Work:	20%

A= 90% to 100%

B= 80% to 89%

C= 70% to 79%

NC= 0% to 69%

Late Work: Late work that is not excused before its due date will be penalized by 10% of the maximum possible points for each day it is late (excluding weekend days). All assignments must be completed within one week of the original due date. Assignments, including essays and drafts, are due at the beginning of class. **Again, e-mail attachments will not be accepted as substitutes for hard copies of your work.** Work turned in after the beginning of class may be penalized by 10% of the maximum possible points. **Computer and printer problems are not an excuse for turning in late work, so draft and print well in advance.**

Conferences: Because this course emphasizes writing and revision, we have a set of mandatory conferences. Instead of meeting as a group on those class days, students will meet with me individually to discuss their writing. Since the conferences replace class meetings, missing a conference counts as an absence. In addition, students are always welcome to meet with me individually during office hours.

Plagiarism: In accordance with English Department and University policies, “Any teacher who discovers an act of plagiarism—‘The appropriation or imitation of the language, ideas, and/or thoughts of another author, and representation as one’s original work’ (*Random House Dictionary of the English Language*)—has the right and responsibility to impose upon the guilty student an appropriate penalty up to and including immediate assignment of the grade of F for the assigned essay and a grade of F for the course, and to report the incident to the Judicial Affairs Office.”

The best argument against plagiarism is that you cheat yourself out of the education you are here to obtain when you copy someone else’s work. If you believe that a specific instance in your writing might constitute plagiarism, please consult me prior to turning in the final draft.

Writing Center:

Many EIU instructors will encourage you to use EIU's Writing Center located at 3110 Coleman Hall. This free service provides one-to-one conferences with writing consultants who can help you with brainstorming, organizing, developing support, documenting, and revising your papers. The Writing Center is open to work with any student from any major at any stage of his or her writing process, and its system of one-to-one conferences demonstrates value and respect for individual writers, all of whom can benefit from feedback about their works in progress.

To schedule an appointment, you can drop by the Writing Center (3110 Coleman Hall), or you can call [581-5929](tel:581-5929). The Center is open Monday through Thursday, 9 a.m. to 3 p.m. and 6 p.m. to 9 p.m. On Friday hours of operation are 9 a.m. to 1 p.m.

When you visit, bring your work in progress (including a copy of the assignment) and an idea of what you would like to work on—planning, prewriting, organization, support, documentation, editing, etc. Please check the Writing Center Website at [www.eiu.edu/~writing/] for more information.

Students with Disabilities: If you have a documented disability and want to receive appropriate accommodations, contact the Coordinator of the Office of Student Disability Services (581-6583).

Electronic Writing Portfolio: EIU students must submit a sample of their best writing from a writing-centered or writing-intensive course for the Electronic Writing Portfolio. The first essay may come from either 1001G or 1002G (or the honors equivalent of those courses). Instructors assess each sample according to a rubric. These forms and further information about the Electronic Writing Portfolio are available at [<http://www.eiu.edu/~assess/>]. If you wish to submit an essay from ENG 1001G, you must submit it during this semester.

English 1001: Course Calendar (Fall 2011)

This schedule is subject to additions and changes at my discretion. Assignments are due on the date that they are listed on the schedule. Some reading material may be available on e-reserve.

- 8-22 Course Introduction
- 8-24 *The Allyn & Bacon Guide to Writing* Chapters 1-2

- 8-29 *The Allyn & Bacon Guide to Writing* Chapters 5-6
- 8-31 *The Contemporary Reader* pages 44-62; Response Paper Due

- 9-7 *The Allyn & Bacon Guide to Writing* Chapter 7 and Appendix: A Guide to Avoiding Plagiarism (pages 693-700)

- 9-12 *The Allyn & Bacon Guide to Writing* Chapters 3-4
- 9-14 *The Contemporary Reader* pages 88-117

- 9-19 **Essay 1 Draft Due for Peer Response; *The Allyn & Bacon Guide to Writing* Chapter 19**
- 9-21 **Essay 1 Due; *The Allyn & Bacon Guide to Writing* Chapter 11**

- 9-26 *The Allyn & Bacon Guide to Writing* Chapter 10
- 9-28 *The Contemporary Reader* pages 218-46

- 10-3 *The Allyn & Bacon Guide to Writing* Chapter 13
- 10-5 *The Contemporary Reader* pages 247-72; Response Paper Due

- 10-10 **Essay 2 Draft Due for Peer Response; *The Allyn & Bacon Guide to Writing* Chapter 18**
- 10-12 **Essay 2 Due; *The Allyn & Bacon Guide to Writing* Chapter 17**

- 10-17 *The Allyn & Bacon Guide to Writing* Chapter 14
- 10-19 *The Allyn & Bacon Guide to Writing* Chapter 16

- 10-24 *The Allyn & Bacon Guide to Writing* Chapters 20-21
- 10-26 *The Contemporary Reader* pages 338-55; Response Paper Due

- 10-31 *The Allyn & Bacon Guide to Writing* Chapter 22 and Chapter 23 through page 651
- 11-2 *The Contemporary Reader* pages 410-33

- 11-7 **Essay 3 Draft Due for Peer Response**
- 11-9 **Essay 3 Due; *The Allyn & Bacon Guide to Writing* Chapter 24**

- 11-14 *The Allyn & Bacon Guide to Writing* Chapter 15
- 11-16 *The Allyn & Bacon Guide to Writing* Chapter 25

- 11-28 NO CLASS—Required Conferences
- 11-30 NO CLASS—Required Conferences

- 12-5 **Final Project Essay and Self Analysis Drafts Due for Peer Response**
- 12-7 **Final Project Due**