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ENG 1001G 009: College Composition I

Carol Dudley
Eastern Illinois University

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Bring this syllabus to class every day for noting any announced changes!

English 1001-Syllabus Fall / 2017

Office Hours: M-W-F 11:00-11:50 or by appt.
Office: 3037 Coleman Hall

E-mail: cjdudley@eiu.edu
Carol Jean Dudley

Required Texts:

Compose, Design, Advocate, 2nd ed., Wysocki and Lynch
Bedford Book of Genres, Braziller & Kleinfeld

1. English 1001G, College Composition I, focuses on informative, analytical, evaluative and persuasive writing and introduces students to college-level research. The course challenges students to develop sound writing processes, produce cogent writing, strengthen analytical reading skills, and work with sources.
2. Students will demonstrate the ability to:
 - Develop effective writing processes for producing documents
 - Produce informative, analytical, evaluative, and persuasive prose
 - Implement reading processes to evaluate sources
 - Adapt written texts to suit the text's purpose, audience, genre, rhetorical situation, and discourse community
 - recognize how to transfer their writing processes, understanding of rhetorical principles, and genre awareness to other writing situations
 - Find appropriate sources through secondary research, including the use of academic databases
 - Integrate sources ethically and appropriately using at least one recognized citation style
 - Use effective language and delivery skills through speaking opportunities
 - Present work in Edited American English

2. Placement guidelines

Passing grade in ENG 1000 or direct placement into ENG 1001. Students who have either a minimum high school GPA of 3.00 or a minimum ACT-English score of 18/SAT-Writing score of 430 will be placed into ENG 1001G. Students who have both a high school GPA below 3.00 and a 17 or below on ACT-English (420 or below on SAT-Writing) will be placed into ENG 1000. However, if students want to challenge their placement into ENG 1000, they will write in response to an assignment prompt administered by the English department (composition Committee), and the department will evaluate whether placement into ENG 1001G is appropriate.

3. The minimum writing requirement of English 1001G is 5,000 words (approximately 20 pages of finished prose produced through multiple writing projects).
4. I encourage you to use EIU's Writing Center located at 3110 Coleman Hall. This free service provides one-to-one conferences with consultants who can help you with brainstorming, organizing, developing support, documenting sources, and working with sentence-level concerns. To schedule an appointment, drop by CH 3110 or call 581-5929. Hours are M-Th 9-3 and 6-9 and F 9-1.

Required Materials: Since all essays must be typed, students must have flash drives to save and backup work. You will also need two highlighters and two folders (class designated color).

Grading policy: Focus will be on writing and revising. Essays will receive written and verbal evaluation for me at all stages of development. Note: As part of EIU's Core Curriculum, 100/G will be graded B, C, or NC (no credit). An NC is not figured into a student's GPA, but the student who earns a grade of NC must retake the course.

Each revision must have an 8-10 sentence (minimum) cover letter reflecting:

- 1. the points you were advised to revise*
 - 2. suggestions acted upon,*
 - 3. reasons for all revisions,*
 - 4. process used, and*
 - 5. most difficult part of revision*
- I will keep records of your grades, attendance in class and workshops, and completed Response Sheets. Attached to this syllabus is a form for keeping track of student progress. As the instructor, I have the right to decide if a draft is complete and in compliance with the assignment.**

Attendance: Regular attendance is essential. You will have two (2) personal days for the semester. If you miss a day, it is your responsibility to contact a classmate about missed material and/or schedule changes. A missed day is not permission to turn work in late. A scheduled University function--i.e. sports or academic club-sponsored event--is not counted as a personal day, but I must be notified about such situations before they occur. Serious or prolonged illness or personal problems will be considered on an individual basis, but you must notify me about the situation. If you miss more than TWO (2) personal days, you will receive an NC.

NAME: _____ PHONE: _____ E-MAIL: _____

NAME: _____ PHONE: _____ E-MAIL: _____

If your contacts prove to be unreliable, make new contacts!

Plagiarism: Note--The English Department's statement concerning plagiarism: Any teacher who discovers an act of plagiarism--"The appropriation or imitation of language, ideas, and/or thoughts of another author, and representation of them as one's original work" (Random House Dictionary of the English Language)--has the right and the 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. Any time you use the exact words or paraphrase of another person's work, you must give credit to that person with in text citations that are noted on the Works Cited page that should accompany your essay. Anything listed on the Works Cited page must be used in the paper. Respect for the work of others should encompass all formats, including print, electronic, and oral sources. If you are not sure whether a source needs to be cited in the text and on the Works Cited page, please consult with me. **Plagiarism in any form will absolutely not be tolerated!**

Electronic Writing Portfolio: Completion of the EWP is a University requirement for graduation. Students must take the initiative in this process. A deadline will be established.

Computer and Cell Phone Policy: In class, you are expected to use the computers that have been provided **only** in a scholarly fashion. In other words, you will open only applications related to class discussions. You are absolutely not allowed to check e-mail, news, or box scores; surf the Web; use chat applications; play games; or otherwise distract yourself and/or others from the business

of class. I will, at random times, tell everyone who is using a computer to turn the monitor around so that I may see what you are doing on it. If you have distracting applications and events open on your computer, you will receive one warning; if you persist after the warning, you will no longer be allowed to use a computer in class.

You are likewise expected to use cell phones in a responsible manner; turn them off when you come in to class. If you have an emergency for which you must be available, you should leave your phone out on your desk with the ringer ON. In the event that it rings, you may retrieve it and then leave the room to take the call. Under NO conditions are you allowed to text message, take pictures or video (illegal in class), play games, or use the cell phone in any other manner during class.

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

Students with disabilities: If you are a student with a documented disability in need of accommodations for this class, contact the Office of Student Disability Services (OSDS). All accommodations must be approved through OSDS. Please stop by Ninth Street Hall, Room 2006, or call 217-581-6583 to make an appointment.

The Student Success Center: Students who are having difficulty achieving their academic goals are encouraged to contact the Student Success Center (www.eiu.edu/~success) for assistance with time management, text taking, note taking, avoiding procrastination, setting goals, and other support skills. For an appointment, call 217-581-6696 or go to Ninth Street Hall, Room 1302.

Student Information Sheet

<http://www.eiu.edu>

Full name: _____

Preferred name: _____

EIU e-mail: _____

EIU phone#: _____

EIU address: _____

In a complete sentence, explain a **strength** you have in English reading and/or writing:

Now, using a complete sentence, explain an English writing and/or reading **weakness**:
