

Fall 8-15-2003

# ENG 1001G-077: Composition and Language

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<b>ENGLISH 1001G-077 - COMPOSITION AND LANGUAGE</b> <b>FALL 2003</b>
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**Tuesday/Thursday – 5:00-6:15**  
**Coleman Hall 2120**

**Instructor:** Catherine Gall

**Office:** Coleman Hall 3761

**Office Hours:** Tuesday/Thursday - 7:30-8am, 9:30-10:30am, 2-3pm, and by appointment

**Phone:** 581-6980 (Please do not leave messages on the voice mail)

**E-mail:** cfcmg@eiu.edu

<b>Texts</b>
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The Blair Handbook, 4<sup>th</sup> edition

The Bedford Guide for College Writers, 6<sup>th</sup> edition

The Bedford Reader, 8<sup>th</sup> edition

<b>Course Description &amp; Objectives</b>
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**NOTE:** Students who have an ACT score in English of 14 or below, or who have no test scores on file with the university, must pass English 1000 before enrolling in English 1001G.

Composition I is a writing centered course that will focus on developing your skills in the reading and writing of expressive, expository and persuasive texts. Over the course of the semester, we will focus on improving your writing skills through the drafting and revision process, learning to evaluate and criticize your own and other's writing through peer review, and working collaboratively with others to produce a final product. You will have the opportunity to develop skills in the many types of college-level prose and will learn to conduct field research and understand the correct documentation methods for incorporating your findings into your text.

<b>Policies</b>
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**Attendance**

**You must attend class on a regular basis in order to earn a passing grade.** All absences, whether excused or unexcused, not only affect the quality of your own work but the class as a whole. A large part of this class is based upon group work, discussions and peer reviews that require your presence to make them truly worthwhile. *Absences during times when we are working on collaborative projects are especially disruptive and will affect your grade accordingly.* As a rule, I allow four absences, excused or unexcused. Any absence after four will result in the loss of a letter grade off your final grade per absence. Any absence after eight will result in a grade of NC for the course.

## **Missed Assignments/ Late Work**

Essentially, when it comes to attendance, courtesy is the key. That is, if I have excused the absence (meaning you have contacted me and arranged to miss *before* the class period), you may pre-arrange to make-up the work, usually by having it ready to turn in at the beginning of the next class period. Simply not showing up to class at all will result in the inability to make up any kind of class work (in-class writing, quizzes, etc.) for that day.

**I will not accept missed assignments unless you have an excused absence.** If you have an excused absence (emergency, documented illness, documented University sponsored event), you must turn in the late assignment at the beginning of the next class period.

If, for some reason, you must turn in one of the *major essays* later than its due date, please note that any essay turned in late will lose one letter grade per class meeting until it is turned in.

## **Revisions**

Revisions are a requirement for all major essays. Revising is an important part of the writing process, one that will greatly improve the quality of your work over time. Revisions, if done carefully and correctly, are also a way to earn the chance of a better grade on the rough drafts of your essays in this class – We will cover the details of quality revisions later this semester. However, **revising will only improve the grade of an essay that was submitted by its due date.** Late essays, though still requiring a revision as part of the writing process, will not receive a grade increase.

## **Conferences**

We will meet for mandatory individual conferences twice this semester, once near Midterm and once during the final research paper. Class will not be held on these days. Failure to appear at a scheduled conference will result in an automatic F for your participation grade.

## **Plagiarism**

The Department's statement: "Any teacher who discovers an act of plagiarism – 'The appropriation of the 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. Respect for the work of others should encompass all formats, including print, electronic, and oral sources."

What this means for you: NO Plagiarism of any kind will be tolerated in this class. An act of plagiarism *will* result in a failing grade for the project in question, the possibility of failing the course, and the incident *will* be reported.

## Grading

**NOTE:** In order to pass Eng 1001G, you must earn a grade of A, B, or C –Anything lower will result in a NC for the course and you will have to re-take it.

The assignments and percentage values will be evaluated as follows:

Essay #1 (Narrative) – 10%

Essay #2 (Interview) – 10%

Essay #3 (Informative) — 2 parts - 20%

(Group Experience Paper 10% + Presentation 10% = 20%)

Essay #4 (Argument) – 20%

In-Class Journal – 10%

Peer Review – 10%

Participation – 20% (miscellaneous and in-class writing/ journal, quizzes, group work)

**Please note that you must complete all major essays in order to receive a passing grade for the course.**

### Grading Scale:

90-100 – A

80-89 – B

70-79 – C

69 and below – NC

**My Comments:** I will return all rough drafts of major essays to you with my comments and suggestions for revision. I will try to be as specific as possible, offering constructive criticism and suggestions for improving your prose. I will correct grammar and structure errors to a certain point, but will not proofread the entire essay for you or mark every technical error in your draft.

If you have an ongoing or repetitive problem, I will point it out and expect you to work on improving it, including the possibility of visiting the Writing Center. I will be evaluating your essays according to the “Guidelines for Evaluating Writing Assignments in EIU’s English Department,” which you will receive a copy of later this week. If you ever have any questions about my comments or the writing process in general, please feel free to come discuss them with me during my office hours.

**Participation:** Your participation grade will be based upon your miscellaneous in-class writings and assignments, quizzes, etc., as well as your *active* participation in the class. Coming to class prepared, asking questions and actively participating in class discussions will earn you an optimal participation grade. An **In-Class Journal** will also be included in this grade, focusing on thoughts and reflections on the assigned readings, questions you may have and self critiques of your essays.

## **Electronic Writing Portfolio**

All students in this class will have to submit an essay from Eng 1001G or 1002G as part of their Electronic Writing Portfolio, as a University requirement for graduation. We will discuss what types of writing are appropriate and how to go about this procedure later in the semester.

## **Students with Disabilities**

If you have a documented disability and wish to receive academic accommodations, please contact the Office of Disability Services at 581-6583 as soon as possible.

## **Writing Center**

The Writing Center, located in Coleman Hall 301, offers tutoring and assistance with different areas of writing. You may go there to seek help if you are having problems with a paper or you have weaknesses in certain areas. I may also refer you there if I recognize a particular problem that they may be able to help you with. The tutors there can give you individual help with grammar, structure and general essay problems. Keep in mind, however, that they are not proofreaders. Do not take a draft there and expect them to complete or correct it for you, but simply to help you along and target your problem areas.

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## **COURSE SYLLABUS**

**Please Note:** The details of this syllabus are subject to change at any time, due to the learning pace of the class as a whole and any unforeseen interruptions. I will always keep you informed of any approaching changes.

**Key for following Reading Assignments:** **BR** = The Bedford Reader  
**BG** = The Bedford Guide for College Writers  
**BH** = The Blair Handbook

### **WEEK ONE**

**Tues. 8/26/03 – Discuss Course Policies and Syllabus; Informal Interview Project**

Homework – Reading - **BR** – 1-2, 324-326, 334-336; **BG** – 35-48

**Thurs. 8/28/03 – In-Class Writing Workshop - Recalling an Experience**

Homework – Reading - **BG** – 51-64, 303-305

## **WEEK TWO**

**Tues. 9/2/03 – In-Class Writing Workshop – Observing a Scene**

Homework – Reading - **BG** – 310-314; **BH** - 95-103

**Thurs. 9/4/03 – In-Class Writing Workshop - Order and Detail Pt. 1**

Homework – Reading - **BH** – 296-304, 317-331; **BG** 260-270

## **WEEK THREE**

**Tues. 9/9/03 – In-Class Writing Workshop – Order & Detail Pt. 2**

**- Peer Editing/ Review Project**

Homework – Reading - **BG** – 271-284, 285-299; **BR** – 86-90

**Thurs. 9/11/03 – Generating Ideas - Discuss options and requirements for Essay #1**

## **WEEK FOUR**

**Tues. 9/16/03 – Rough Draft of Essay #1 is due – In-Class Writing Groups**

Homework – Reading - **BG** – 319-334

**Thurs. 9/18/03 – Writing Workshop – Revision & Grammar**

Homework – Reading - **BG** - 564-567; **BH** – 205-212; **Handouts**

## **WEEK FIVE**

**Tues. 9/23/03 – Writing Workshop – Interviewing – Questions due at end of period**

Homework – Reading - **BG** – 65-80

**Thurs. 9/25/03 – Writing Workshop – Questions/ Approach**

**– Final Draft Essay #1 is due**

Homework – Reading - **BG** – 230-240, 781

## **WEEK SIX**

**Tues. 9/30/03 – Come to class with Interview Results –**

**Writing Workshop – Incorporating Sources**

**Thurs. 10/2/03 – Rough Draft of Essay #2 is due - In-class Writing groups**

### **WEEK SEVEN**

**Tues. 10/7/03 – Writing Workshop – Grammar/Structure Problems**

Homework – Read in **BR** – 328 –Steele “Notes from the Hip-Hop Underground”  
- 442 – Daum “Safe-Sex Lies”  
- **Handouts**

**Thurs. 10/9/03 – Generating Ideas - Discuss upcoming Collaborative Project**

### **WEEK EIGHT**

**Tues. 10/14/03 – MIDTERM CONFERENCES – NO CLASS**

– (Bring Final Draft of Essay #2 with you to the conference)

**Thurs. 10/16/03 – MIDTERM CONFERENCES**

– (Bring Final Draft of Essay #2 with you to the conference)

### **WEEK NINE**

**Tues. 10/21/03 – Group Workshop – Proposals due at end of period**

**Thurs. 10/23/03 – Group Workshop – Working outline due at end of period**

Homework – **BH** – Look through 755-793

### **WEEK TEN**

**Tues. 10/28/03 – ½ day – Writing Workshop – Incorporating Sources**

- ½ day - Group Workshop – Source list due

Homework – Reading – **BH** – 737-744

**Thurs. 10/30/03 – Group Workshop – Finalizing your Group Project**

### **WEEK ELEVEN**

**Tues. 11/4/03 – Group Presentations (Groups 1 & 2) – Outline Due**

**Thurs. 11/6/03 – Group Presentations (Groups 3 & 4) – Outline Due**

Homework – Reading - **BG** – 117-137; **BR** – 551-556

### **WEEK TWELVE**

**Tues. 11/11/03 – Writing Workshop - Discuss requirements for Essay #4**

- Group Experience Paper – Essay #3 is due/ Peer Critiques

Homework – Reading – **BH** – 228-243

**Thurs. 11/13/03 – Writing Workshop – Avoiding Plagiarism**

Homework – Reading – **BH** – 452-461; **BR** – 499-512

**WEEK THIRTEEN**

**Tues. 11/18/03 - Writing Workshop – Taking Sides & Using Fair Language**  
- Working Bibliography and Notecards are due

**Thurs. 11/20/03 – Writing Workshop – Essay #4**

**WEEK FOURTEEN**

**11/24 – 11/28 – THANKSGIVING BREAK**

**WEEK FIFTEEN**

**Tues. 12/2/03 – Essay #4 is due – Writing Groups**

**Thurs. 12/4/03 – CONFERENCES – NO CLASS**  
- Get back Rough Draft of Essay #4

**WEEK SIXTEEN**

**Tues. 12/9/03 – CONFERENCES – NO CLASS**  
- Get back Rough Draft of Essay #4

**Thurs. 12/11/03 – Writing Workshop - Revisions**

**FINAL DRAFTS OF ESSAY #4 ARE DUE BY 4 PM ON DECEMBER 12<sup>th</sup>.**