

Fall 8-15-2008

## ENG 1002G-003: Composition and Literature

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*Eastern Illinois University*

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## English 1002G – Syllabus Fall 2008

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**Required Texts:** *Writing Essays about Literature*, 7<sup>th</sup> ed., Kelley Griffith.  
*Literature: The Human Experience*, Eds. Abcarian and Klotz.  
*The Blair Handbook*, 5<sup>th</sup> ed., Fulwiler/Hayakawa.

### **Course Description:**

English 1002G is a **writing centered** course designed to improve skills in critical thinking and analytical expression based on the reading of the texts in a variety of literary genres including fiction, drama, and poetry. During the semester you will be expected to write and revise in and out of class, to complete readings assigned, to participate in class discussions and peer groups, **and to complete all assignments on time.**

### **Course Objectives:**

Students should receive instruction that enables them:

1. To write expository and persuasive texts in which paragraphs, sentences, and words develop a central idea as the response to texts in a variety of literary genres including poetry, fiction, and drama. These papers should reflect an understanding and command of writing processes: generating and pre-writing 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. At least one paper should introduce students to 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.
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 for the purpose of the text.
3. To develop the ability to evaluate and criticize their own and their peers' writing.
4. To read texts in a variety of literary genres, including poetry, fiction, and drama, expressing a wide range of cultural perspectives and to think critically and write analytically about them.

### **Course Guidelines:**

All students enrolled in English 1002G should have passed English 1001G or must have fulfilled the requirement through transfer credit or through the CLEP proficiency examination. The minimum writing requirement for this course is 5000 words and will include work done both in and out of class. The number of student texts may vary as some instructors assign fewer final texts and require more revisions of drafts. In addition to the assigned student authored text, a final will fulfill part of the writing requirement. Instructors will include a research component (e.g., and evaluative essay employing undocumented library and electronic secondary sources). Instructors may administer quizzes and tests on all readings, but the final should be writing centered. The final course grade will be determined primarily by performance on writing assignments with the most weight given to writing done later in the semester. Individual conferences will be scheduled as necessary. Essays will be evaluated according to the "Guidelines for Evaluating Writing Assignments in EIU's English Department." **Note:** As part of EIU's Core Curriculum, 1002 G will be graded A, B, C, or NC (no credit). A

grade of NC is not figured into a student's GPA, but the student who earns a grade of NC must retake the course.

### **Required Materials:**

Since all essays must be typed, you need to invest in a flash drive on which to save and backup your work. You also need two folders -- one in which to keep handouts, returned work, etc., and one in the designated color in which to keep your Journal/Study Sheets.

### **Class Policy:**

You will contract for the grade you want to receive in this course, and each letter grade has a different set of requirements. The purpose of the contract is to help you establish and achieve a goal that you set for yourself for the semester. Our focus will be on revising/rewriting, not just fixing errors. Your essays will receive written and verbal evaluation from me at all stages of development, but your tentative letter grade will already have been determined by your signed contract. If you do not fulfill the specifications of the letter grade for which you have contracted, you will drop to the grade for which requirements have been fulfilled. Fulfilling requirements for a given grade means that **YOU MUST BE WRITING AT THAT GRADE LEVEL!!!**

### **Contract Terms:**

For an **A**, you must:

1. meet course attendance requirements (see attached policy),
2. make sure that all drafts and rewrites meet with specifications of the assignments and conform to the basic writing requirements (see Guidelines for Evaluating Writing Assignments in EIU's English Department),
3. rewrite all three essays,
4. submit All 19 Journal/Study Sheets,
5. attend one session in each of the three writing workshops,
6. score an average of at least 85 on exams, and
7. achieve a quality of writing in all final drafts within the A range of "Guidelines for Evaluating Writing Assignments in EIU's English Department."

For a **B**, you must:

1. do the same as for an A,
2. do the same as for an A,
3. rewrite two out of three essays,
4. submit 15 Journal/Study Sheets,
5. attend one session in two of the three writing workshops,
6. score an average of at least 75 on exams, and
7. achieve a quality of writing in all final drafts within the B range of "Guidelines for Evaluating Writing Assignments in EIU's English Department."

For a **C**, you must:

1. do the same as for an A,
2. do the same as for an A,
3. rewrite one out of three essays,
4. submit 11 Journal/Study Sheets,
5. attend one session in one of the three writing workshops,
6. score an average of at least 60 on exams, and
7. achieve a quality of writing in all final drafts within the C range of "Guidelines for Evaluating Writing Assignments in EIU's English Department."

**For any contracted grade, each revision must have a 10 sentence (minimum) cover letter reflecting:**

- 1. the points that you were advised to revise,**
- 2. suggestions acted upon,**
- 3. reasons for all revisions,**
- 4. the process used, and**
- 5. the most difficult part of the revision.**

**I will look at your paper a maximum of two times each -- the initial submission and one revision.**

I will keep records of your rewrites, attendance in class and workshops, and your completed Journal/Study Sheets. Attached to this syllabus, you will find a form for keeping track of your progress -- please keep accurate records. As your instructor, I have the right to decide if a rewrite is complete and in compliance with the assignment. You will need to rewrite to fulfill your contract. If you have contracted for an A but your revisions contain serious errors, I have the right not to accept those revisions as sufficient and subsequently drop you down to the next contracted grade. At such time, we will discuss your options.

We will spend considerable time discussing just what a rewrite or revision is. As the semester progresses, the process will become clear to you as you move toward your contracted goal.

**Research Component:**

For each paper you will prepare a Works Cited page that will contain at least three entries--the literature source (story, drama, or poem bibliography information) and two additional sources. You must use at least two outside sources. You must include complete copies each of your sources with your paper submission. Your papers will be written using the MLA format.

**Attendance:**

Regular attendance is essential. You will have four personal days for the semester. **If you miss a day, it is your responsibility to contact a classmate to find out what you missed and/or what changes might have been made in our schedule.** A missed day does not give you 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 one class day before they occur. Serious or prolonged illness or personal problems will be considered on an individual basis. **If you miss more than four (4) personal days, you will receive an NC for the course.**

NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

**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. Respect for the work of others should encompass all formats, including print, electronic, and oral sources.

**Prerequisites:**

Any student in a section of 1002G who has not completed 1001G is not eligible to enroll in 1002G and must reregister for 1001G--through the regular registration and add/drop procedures--and should do so as soon as possible. If a student has passed 1001G at another institution since last attending this University, he or she needs to consult immediately with the department chair of the English Department so that he can verify the transfer of such credit to this University.

**Electronic Writing Portfolio:**

Instructions in this process are included in this handout. A deadline for submission will be set.

**Disabilities:**

If you have a documented disability and wish to receive academic accommodation, please contact the coordinator of disability services (581-6538) as soon as possible.

**Writing Center:**

The Writing Center (WC) is available to you as a free tutorial service; however, it is not a "magic" remedy for all writing problems, and you should not expect to take an essay there to be proofread and corrected before it is submitted for grading. You can expect the WC staff to help you find and eliminate specific problems.

**Laptop and Cell Phone Policy:**

In class, you may use your own computer or the computers that have been provide only in a scholarly fashion. In other words, you will open only applications and windows 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 during class discussions, 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 in such activity 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.

## Course Work/life and death

WEEK #1	INTRODUCTION TO THE COURSE AND EXPLANATION OF CONTRACT GRADES-Diagnostic writing
WEEKS #2---#5	FICTION SECTION "The Story of an Hour," Chopin —handout "Cinderella," Sexton—800 & Comparison "Everyday Use," Walker—742 "A Rose for Emily," Faulkner—696 "The Lesson," Bambara —136 "The Lottery," Jackson—416  One possible addition
WEEK #6	WRITING WORKSHOP CONFERENCES
WEEKS #7--#10	DRAMA SECTION <i>Trifles</i> —1236 <i>Oedipus Rex</i> —194
WEEK #11	WRITING WORKSHOP CONFERENCES
WEEKS # 12—14	POETRY SECTION Two Poetry definition poems, Handout "Stopping by Woods...", Robert Frost—1393 "Out, Out—," Robert Frost—1392 "Mid-Term Break," Heany—1451 ("My Papa's Waltz," Roethke—1113 "To an Athlete Dying Young," Houseman—1387 "Do Not Go Gentle into that Good Night," Thomas—1408
WEEK #15	WRITING WORKSHOP CONFERENCES

## Guidelines for Evaluating Writing Assignments in EIU's English Department

Grades on written work range from A to F. The categories listed below are based on rhetorical principles and assume intellectual responsibility and honesty. Strengths and weaknesses in each area will influence the grade, though individual teachers may emphasize some categories over others and all categories are deeply interrelated.

	A	B	C	D	F
<b>Focus</b>	Has clearly stated purpose or main idea/thesis quite thoughtfully and/or originally developed within the guidelines of the assignment	Has clearly stated purpose or main idea/thesis developed with some thoughtfulness and/or originality within the guidelines of the assignment	Has a discernible purpose or main idea/thesis which is not very clearly stated and is developed with limited originality and/or thoughtfulness; may have missed or failed to conform to some element of the assignment's guidelines	Has no apparent purpose or main idea/thesis and/or shows little thoughtfulness and/or originality; may not conform to significant elements of the assignment's guidelines	Has no purpose or main idea/thesis; shows little or no thoughtfulness and/or originality; may not conform to the guidelines of the assignment
<b>Organization</b>	Is logically organized but without overly obvious organization devices; has unity, coherence, strong transitions; has well-defined introduction, body, conclusion	Is logically organized; has unity, coherence, competent transitions; has well-defined introduction, body, conclusion	Is organized, but not necessarily in the most logical way; has unity and coherence but may make inconsistent use of transitions; has introduction, body, conclusion, one of which may be weak	Is somewhat organized, but is confusing to readers; shows significant problems with coherence, unity, transitions; no or poorly written introduction, body or conclusion	Is not organized; has little or no coherence and unity; poor or no use of transitions; no or poorly written introduction, body or conclusion
<b>Development</b>	Supports purpose or main idea with abundant, fresh details; details are specific and appropriate; uses sources well when sources are called for in the assignment	Supports purpose or main idea with sufficient details; details are fairly specific and appropriate; uses sources adequately	Supports purpose or main idea with details, but some parts of the paper are inadequately/inappropriately developed or vague	Makes an attempt to use details to develop purpose or main idea but is, for the most part, inadequately/inappropriately developed	Does not develop main idea; may use sources inadequately/inappropriately
<b>Style &amp; Awareness of Audience</b>	Word choices show consideration of purpose and audience; shows thoughtfully and imaginatively constructed sentences; incorporates sources well	Word choices are appropriate to purpose and audience; sentences often constructed thoughtfully and imaginatively; incorporates sources adequately	Word choices are mostly appropriate to purpose and audience; sentences aren't particularly thoughtful or imaginatively constructed; sources may sometimes be awkwardly incorporated	Word choices may be inappropriate to purpose or audience; sources incorporated poorly	Word choices are generally poor; sources are incorrectly or very awkwardly incorporated
<b>Mechanics</b>	Has very few grammatical, spelling and punctuation errors; uses appropriate documentation style correctly when necessary for assignment	Has minor grammatical, punctuation or spelling errors that do not interfere with reading of essay; uses appropriate documentation style correctly	Has some grammatical punctuation and/or spelling errors that occasionally interfere with reading of essay; uses appropriate documentation style but may have some errors	Has grammatical, punctuation and/or spelling errors that make reading difficult; documentation style may be poorly used	Has grammatical, punctuation and/or spelling errors that make reading very difficult; documentation style poorly used
<b>Process</b>	<i>Shows abundant evidence of careful planning and drafting and attention to peer and teacher comments</i>	Shows evidence of careful planning and drafting and some attention to peer and teacher comments	Shows some evidence of planning and drafting, though some drafts may be less considered, and some attention to peer and teacher feedback	Shows only a little evidence of planning and drafting and attention to peer and teacher feedback	Shows little or no evidence of planning, drafting, or attention to peer and teacher feedback

NAME \_\_\_\_\_ Contracted Grade \_\_\_\_\_

**PAPERS:**

PAPER #1 \_\_\_\_\_ REVISED \_\_\_\_\_ NOT REVISED \_\_\_\_\_

PAPER #2 \_\_\_\_\_ REVISED \_\_\_\_\_ NOT REVISED \_\_\_\_\_

PAPER #3 \_\_\_\_\_ REVISED \_\_\_\_\_ NOT REVISED \_\_\_\_\_

**STUDY SHEETS:** POETRY \_\_\_\_\_ DRAMA \_\_\_\_\_ FICTION \_\_\_\_\_

**EXAM:** POETRY \_\_\_\_\_ DRAMA \_\_\_\_\_ FICTION \_\_\_\_\_

**EXTRA CREDIT POINTS:** \_\_\_\_\_

**WRITING WORKSHOPS ATTENDED AND DATES:**

WORKSHOP #1 \_\_\_\_\_ WORKSHOP #2 \_\_\_\_\_ WORKSHOP #3 \_\_\_\_\_

I, \_\_\_\_\_ (Print), am contracting for a letter grade of \_\_\_\_\_ for

English 1002, Fall of 2008. I have read the contract requirements and understand them and the syllabus.

Signed, \_\_\_\_\_

# Electronic Writing Portfolio

## *what you need to know*

### What is the purpose of the Electronic Writing Portfolio?

Effective writing is a goal of Eastern's undergraduate program, and the EWP allows the University to assure that its students are effective writers. The EWP gathers authentic artifacts of students' writing to ascertain that Eastern's students are meeting that goal. Completing the EWP is a graduation requirement of all undergraduate students.

### What does Eastern consider effective writing?

Competent writing at Eastern displays the following skills: establishing and maintaining focus and appropriate voice; organization that enhances presentation of material/ideas; development of ideas supported by details; use of effective sentence structure, syntax, and diction; and the use of correct mechanics.

### What courses are eligible for paper submissions?

Three submissions are required for the portfolio. Submissions may come from any writing-centered or writing-intensive course, or from any other undergraduate course for which you have completed an appropriate writing assignment (see below). Courses designated as writing-intensive or writing-centered are indicated in the catalog, or a list is available at [www.eiu.edu/~assess](http://www.eiu.edu/~assess).

Only one submission is allowed from any one course. If you submit from ENG 1001G/1091G, you may not submit from ENG 1002G/1092G. Before you submit from any course, it is a good idea to discuss your plan to submit with your instructor.

### What kind of papers may be submitted?

- ◆ The paper must be at least 750 words in length (approximately 3 pages).
- ◆ It must be written in standard English.
- ◆ It must be developed in a manner consistent with the demands of the discipline for which it was written.
- ◆ It must contain a coherent writing sample that connects ideas within and between paragraphs. Therefore, lists, lesson plans, and other such documents may not be submitted.
- ◆ Submissions may not be creative pieces, such as poems, short stories, or plays.

### When do I need to submit?

All papers must be submitted the semester a student is enrolled in a course. Students may not submit papers for courses after the semester ends. If you fail to submit a paper from a course from which you planned to submit, you will need to choose a new course for your EWP submission.

You must submit your first two papers by the time you have earned **60 credit hours**. If you do not, a registration hold will be placed on your record at 75 hours.

The third and final submission must be submitted by the time you earn **105 hours**. A registration hold will be placed if this deadline is not met.

**Center for  
Academic  
Support &  
Achievement**

**Ninth St. Hall**

**Room 3001**

**tel  
217-581-8384**

**fax  
217-581-7100**

**[www.eiu.edu/  
~assess](http://www.eiu.edu/~assess)**

# EASTERN ILLINOIS UNIVERSITY

## Electronic Writing Portfolio

[www.eiu.edu/~assess](http://www.eiu.edu/~assess)

### How do I submit to the EWP?

- ◆ Go to <http://www.eiu.edu/~assess>.
- ◆ Click on "student login" under the EWP heading. Instructions are also available here.
- ◆ Enter your EIU login and password. Click "submit." This is the same as your EIU e-mail login and PAWS login. (Please call the Help Desk at 581-help (217-581-4357) if you have trouble with your login.)
- ◆ This should take you to the EWP Student: Main Menu page. Click on "Submit a Writing Sample."
- ◆ Select the course from which you want to submit from the drop-down menu.
- ◆ Click the "Upload Writing Sample" button.
- ◆ Click the "browse" button and go to the file you want to submit and click on the file.

The file must be one of the following types: Microsoft word (.doc), plain text (.txt), rich text (.rtf), or PDF (.pdf). If you have questions about converting a file to one of the formats listed above, please call the Help Desk at 217-581-4357.

- ◆ Click the "open" button. The file location will appear in the "File to Upload" box. Type in a description of the assignment that was given for the paper you are submitting.
- ◆ Click the "validate file" button.
- ◆ Click the "Upload File and Complete Submission" button. You will receive a message that you have successfully submitted a writing sample to the Electronic Writing Portfolio and will be taken back to the main menu.

### How will I know the ratings my papers received?

After you have submitted your document, a notice will be sent to your professor to rate your paper. To check your ratings, log in by following the first 4 steps given under the submission instructions. At the main menu, click on "View Ratings" to see your ratings.

### How will my ratings be used?

Ratings will be used to determine how well you write. Students whose 3 submissions are primarily "superior" will be given a "writes with distinction" designation.

Students whose first two submissions are "unsatisfactory" and/or "needs improvement" will be required to take a diagnostic test that will determine if further remediation is needed. An average score below 2.0 will determine who is required to test.

Students will be contacted through their **EIU email** account if this test or other requirements are needed.

### Do I have to submit if I transfer in to Eastern?

Yes. Transfer students must submit 3 documents to the EWP as part of their graduation requirements. Additional time may be needed for transfer students to submit, so leeway will be granted. Students who transfer into Eastern should consult with their advisors concerning their submission plans. It is recommended to submit at least one paper your first semester at Eastern.

### GOOD PRACTICE:

*Keep all your coursework electronically until you graduate!*

NAME \_\_\_\_\_ Contracted Grade \_\_\_\_\_

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