

Fall 8-15-2011

# ENG 1002G-012: Composition And Literature

Ned Huston  
*Eastern Illinois University*

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GUIDELINES  
ENGLISH 1002  
Fall 2011

1. CONTACT INFORMATION

YOUR INSTRUCTOR

Ned Huston (Mr. Lucky)  
Office: 3762 Coleman Hall  
Phone: 581-6319  
Home: 345-2288  
E-mail: nshuston@eiu.edu  
Mailbox: 3155 Coleman Hall  
English Department Office: 3135 Coleman Hall

OFFICE HOURS:

11:00-12:50 Monday,  
Wednesday & Friday  
and by appointment

No office hours during  
holidays or vacations or  
after Dec. 9

CLASSES FOR FALL 2011:

English 1001 Composition and Language	016	10:00-10:50 MWF in 2120 Coleman
English 1001 Composition and Language	036	1:00-1:50 MWF in 3290 Coleman
English 1002 Composition and Literature	012	3:00-4:15 MW in 3609 Coleman

E-MAIL

**Students should check their e-mail between classes for news about assignments, conferences, grades, and other matters. E-mail the instructor with any questions.** Most inquiries will be answered promptly, but some may take up to 24 hours. The instructor checks his e-mail infrequently on nights and weekends.

STUDENTS WITH DISABILITIES

If you have a documented disability and wish to discuss academic accommodations, please contact the Office of Disability Services at 581-6583 (9th Street Hall).

**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 1001.**

2. TEXTBOOKS AND SUPPLIES

TEXTBOOKS      Make sure textbook rental gives you the right books!

Literature (11<sup>th</sup> Ed.) by X. J. Kennedy and Dana Gioia

The Little Brown Handbook (Eleventh edition) by Fowler and Aaron

They Say, I Say by Graff and Birkenstein

Writing Essays about Literature (7<sup>th</sup> Ed.) by Kelley Griffith

A Hardback Dictionary

SUPPLIES NEEDED FOR THIS COURSE

a notebook to keep notes in and to keep a journal in

2 or more pens with blue or black ink to use to write in the journal, plus a third pen with a different color of ink

2 (or more) 2-pocket folders to hold class handouts and writings.

**Bring both pens and notebook to every class. Bring books as assigned.**

### 3. ATTENDANCE POLICY

#### ATTENDING CLASS

**Class attendance is required in English 1002. Do not come late to class. The scheduled research visits to the library are also required. Students who miss Library Visits without an excused absence will fail the research essay.**

Students should meet with the instructor immediately after returning to class after an absence to set up dates for making up assignments missed due to an excused absence.

#### EXCUSED ABSENCES

To earn an excused absence for illness (or another acceptable reason), a student must contact the instructor by phone or e-mail or in person prior to the absence.

**Do not come to class sick and infect other students. Stay in bed, recuperate, and ask for an excused absence.**

Students who are ill (or recovering in bed) should keep up with their assigned work unless they are incapable of doing so. They should have a friend or another student deliver and pick up their assignments so they don't fall behind.

Acceptable reasons for excused absences include: infectious illness, illness requiring bed rest, hospitalization, the necessity of attending a funeral of a close relative, leaving town as a member of a student organization to an EIU-sponsored event, or answering a summons to appear in court

Class comes first. All other activities must be scheduled around class, not during class. Thus, the following are not acceptable excuses for missing class: forgetting or oversleeping, attending a fraternity or sorority event, attending a review session for another class, a family vacation or get-together, a doctor's or dentist's appointment, an appointment with an advisor, counselor, or resident assistant, a minor non-infectious illness, missing a bus, a train, or a flight, travel delays or car problems, a "ride" leaving early, weather delays lasting less than 24 hours.

Make plans to be on campus at least 24 hours before class time to avoid missing class because of travel delays. Arrange rides and tickets to ensure your departure time is after, not before class or conferences.

#### PENALTIES FOR ABSENCE AND TARDINESS

Students who miss class without an excused absence will not be allowed to make up missed points. Tardy students will be counted absent and may be excluded from class.

**Attendance at conferences is required, and students who miss a conference without an excused absence will lose 10 points for each essay conference missed and 5 points for each revision conference missed.**

#### 10 ABSENCE LIMIT

To get credit in this class, you must attend. **Students who miss more than 10 classes for ANY reason will not receive credit in the course.**

#### 4. COURSE OBJECTIVES

##### COURSE OBJECTIVES

In English 1002, students are expected to achieve and demonstrate competence in reading and writing and doing analysis and research at the college level. They should learn how to read texts critically, how to conduct research, and how to write essays, including research essays.

##### BROADER OBJECTIVES

This course is intended to teach you how to think, how to achieve, and how to be a better student. You should develop skills of critical thinking while also remaining open minded and tolerant of cultural diversity. Skills taught should help you become a success in intellectual and other endeavors even outside of college

## 5. WRITING REQUIREMENTS

### FORMAT FOR WRITTEN WORK

For all written work:

- Use margins of at least one inch on top, bottom, and sides.
- Use black ink for printed work, black or blue ink for handwritten work.
- For typed work, use 8 1/2 by 11 inch white paper.

For Essays:

- Write on one side of the paper only.
- Paper clip, don't staple, your essays.
- Double space. If you are hand-writing, skip every other line.
- If writing by hand, you may use pages torn out of the journal, but trim the left edge so it is even.

For Journal Entries:

See Journal Guidelines at the end of this handout.

### THE WRITING CENTER

If you struggle with writing in this class or in another, I encourage you to visit The Writing Center in 3110 Coleman Hall for help. To schedule an appointment, drop by or call 581-5929. The Writing Center is open Mon. through Thurs. 9am-3pm, 6pm-9pm and on Friday from 9am to 1pm. The Writing Center seeks to help any student from any major at any stage of his or her writing process. This free service provides one-to-one conferences with writing center consultants who value and respect their writing clients.

### ENGLISH DEPARTMENT'S PLAGIARISM POLICY

"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' (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 the immediate assignment of a 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. Respect for the work of others should encompass all formats, including print, electronic, and oral sources."

## 6. CONFERENCE REQUIREMENTS

After you have turned in your essay for grading, the instructor will go over it with you one-on-one in a 15 minute conference (30 minutes for the research essay). These conferences will usually be scheduled out of class. Scheduling for these conferences will take place during the first or second week of classes so students can plan their future schedules around these conference times.

**Essays will be due before the conferencing period begins so the instructor can look over the essays before the conferences.**

Conferences can be rescheduled until the date the essay is due if there are any open times, or conferences can be rescheduled if the student can arrange to switch times with another student. Conferences cannot be rescheduled at the last minute except in cases of an excused absence.

## 7. REVISION REQUIREMENTS

**After a student has received feedback about an essay, he or she will be required to do a revision of that essay, correcting errors and incorporating as many improvements as possible to the content as well as the writing.** A seven minute conference will be scheduled during class time (or out of class) for the instructor to go over the revision with the student.

Revisions will be due at the onset of the revision conferencing period (and not at the conference), so the instructor can look over them ahead of time.

**Revisions receive a separate grade that counts nearly one half as much as the original essay. Revisions are graded on a stricter scale than essays.** Thus, a revision may receive a lower grade than the original essay if few improvements have been made or if new errors have been introduced.

Errors unmarked in an essay still count off on a revision. Students should strive to improve the essay as a whole, not just correct the errors that are marked.

**Revisions must be turned in with the original graded essay so the instructor can compare the two and give full credit for improvements.**

## 8. CLASS WORK REQUIREMENTS

## TAKING NOTES OVER LECTURES AND READINGS

**Students are urged to read assignments TWICE to aid them in analyzing readings.**

Comprehension and retention of lectures and assigned readings is required. Students will be graded on their understanding and memory of course content. To aid in remembering, students are required to take notes over lectures and type class notes in complete sentences.

With an excused absence, a student can make up missed notes by borrowing notes from another student and hand writing them, giving credit to the original note taker.

## 9. DEADLINES AND LATE WORK

## LATE WORK POLICY

**No late work will be accepted. Early work gets extra credit.**

Because handwritten work will be accepted for writing assignments in English 1002, excuses involving computers will not be accepted for late work. If you intend to use a computer for your written assignments, plan ahead for such problems as hard-drive failure, disk failure, printer failure, power failure, computer malfunction, printer malfunction, data loss, files not opening, etc. Know where you can find another workable computer to use if yours quits. Give yourself enough lead time before the due date to switch computers and reformat your work, if necessary. Back up all of your computer files. Save and print out copies of your drafts regularly.

## MISSING OR LOST WORK

Students are responsible for keeping a copy of all written work submitted for credit in the course and must supply a substitute copy of that work if an assignment is missing or lost.

## EXTRA CREDIT

In order to encourage early work instead of late work, the instructor offers students extra credit for submitting tests and writing assignments before the deadline (at least a day ahead but no more than one class period ahead).

Early work may be turned in to the instructor himself, may be left at his office, or may be turned in to his mailbox in room 3155 Coleman hall between 8 am and 4:30 pm Monday through Friday.

**Extra Credit Points for Early Submission**

<b>Essays</b>	<b>4 points</b>
<b>Revisions</b>	<b>3 points</b>
<b>Journal Entries</b>	<b>1 point</b>
<b>Short Essay</b>	<b>2 points</b>
<b>Tests</b>	<b>1 point</b>

## 10. FINAL COURSE GRADE

Before extra credit points are assigned and penalty points deducted, every student will have the opportunity to earn 1000 points toward their final course grade, to be determined according to the following scale:

900-1000 points (or more)	A
800-899 points	B
700-799 points	C
699 points or less	No Credit

These points can be earned in the following categories:

Drama Essay (100 points each x 1)	100
Revision of Drama Essay (50 points each x 1)	50
Group Poetry Essay (50 points each x 1)	100
Revision of Poetry Essay (50 points each x 1)	50
Research Essay (100 points each x 1)	100
Revision of Research Essay (50 points each x 1)	50
Fiction Essay (Final Examination) (100 points each x 1)	100
Peer Reviews (10 points each x 2)	20
Exercises (5 points each x 6)	30
Tests (10 points each x 2)	20
Participations and Lecture Notes (7 points each x 25)	175
Question Sheets (10 points each x 16)	160
Quizzes (5 points each x 9)	<u>45</u>
	1000

Students may also earn deserved points through extra credit or may lose 5 or 10 points by missing class or conferences or up to 100 points by disrupting class. Students who show sustained exceptional improvement in their writing toward the end of the semester or make an exceptional contribution to the course may earn bonus points toward their final grade.



## 11. THE END OF THE COURSE

## THE END OF THE SEMESTER

**No late work will be accepted after the last day of class (Dec. 9).** Incompletes are not given in English 1002. If a student has a question, appeal, request, or other business pertaining to this class, it must be settled before the end of classes. Student grades will be turned in at that time, and the instructor will schedule no further appointments or consultations with students afterwards. Any student having read this far in the Guidelines may earn 5 points extra credit by e-mailing the instructor before our next class and writing "extra credit" in the subject line.

## FINAL EXAMINATION

The final examination will require you to write an essay analyzing a piece of fiction. It will take place on Thursday, December 15 from 2:45-4:45 pm in 3609 Coleman Hall.

DIC = Hardback Dictionary  
 LBH = Little Brown Handbook  
 LIT = Literature  
 TSI = They Say, I Say  
 WEL = Writing Essays about Literature

Syllabus  
 English 1002  
 3:00 MW  
 Fall 2011

A = Activity  
 D = Discussion  
 L = Lecture  
 E = Essay  
 J = Journal  
 R = Revision

Bring to		Reading for	Writing	Other
<u>Date</u>	<u>Class</u>	<u>Topic</u>	<u>Next Class</u>	<u>Assignment</u>
8/22		A0 Scavenger Hunt	Guidelines	Schedule
<b>M</b>		D0 Remembering		Take-Home Test #1
		L0 How to Succeed		<b>Questionnaire Due</b>
		D1 Success		Success Chart
		A1 Online Course		
		A2 Questionnaire		
8/24	LIT	A3 Student Survey	LIT 962	<b>Schedule Due</b>
<b>W</b>	WEL	D2 Student Success	LIT 685-686	<b>Student Survey Due</b>
		A4 Questionnaire Results	4 Poems From	Question Sheet #1
		L29 Intro to Poetry	WEL or LIT	<b>Success Chart Due</b>
		L2 Genres	TS 39-47	
8/29	LIT	A5 Scavenger Hunt	WEL 41, 159	<b>Question Sheet #1 Due</b>
<b>M</b>	WEL	L30 Narrators	WEL 115-117	Question Sheet #2
		L3 Analysis	LIT 645-646	Quotations Exercise
		L17 Quotations	LIT 843, 845	<b>Take-Home Test #1 Due</b>
		Quiz #1 Quotations	Tension	
		A6 Quotations Exercise	(online)	
8/31	LIT	L1 Intro to Course	WEL 13-14	<b>Question Sheet #2 Due</b>
<b>W</b>	WEL	Quiz #2 Narrators	WEL 109-111	<b>Question Sheet #3</b>
		D3 Narrators	WEL 138-139	Question Sheet #4
		A7 Test #1		<b>Quotation Exercise Due</b>
		L31 Denotation		
9/5		CLASS DISMISSED		
<b>M</b>		FOR LABOR DAY		
		HOLIDAY		

Bring to	Reading for	Writing	Other		
<u>Date</u>	<u>Class</u>	<u>Topic</u>	<u>Next Class</u>	<u>Assignment</u>	<u>Assignment</u>
9/7	LIT	Quiz #3 Denotation	WEL 122-125		<b>Question Sheet #4 Due</b>
W	WEL	D4 Denotation	WEL 148-149		<b>Question Sheet #5</b>
		L32 Figures of Speech	LIT 635, 739		Question Sheet #6
		L8 Verb Tense			Verb Tense Exercise
		A8 Tense Exercise			
		A9 Conference Signup			
<hr/>					
9/12	LIT	Quiz #4 Figures	“My Wicked,	Draft E #1	<b>Verb Tense Exercise Due</b>
M	WEL	of Speech	Wicked Ways”		<b>Question Sheet #6 Due</b>
		L33 References	WEL 25-26, 145		<b>Question Sheet #7</b>
		L6 Introductions	Thesis (online)		Question Sheet #8
		D5 Figures of Speech			
		D6 Group Meeting			
<hr/>					
9/14	LIT	L7 Conclusions	WEL 7-8	<b>Drafts E #1</b>	<b>Question Sheet #8 Due</b>
W	WEL	L35 Poetry Essays	LBH 721	<b>Due</b>	<b>Question Sheet #9</b>
		Quiz #5 References	LBH 846-847	Revise	
		D7 References	WEL 358-362	Draft E #1	
		A10 Essay Groups	LBH 748-751		
<hr/>					
9/19	LIT	L5 Correction Marks	Quick Writing	<b>Revised</b>	Question Sheet #10
M	WEL	L34 Personal Experience	Guide	<b>Draft of</b>	
		A11 E #1 Final Draft	Essay Grading	<b>E #1 Due</b>	
			Guide	Essay #1	
<hr/>					
9/21	LIT	A12 Stories & Plays	Read Story &	<b>E #1 Due</b>	1 Group Conference
W	WEL	L28 Research Papers	Play from LIT		outside of class
		A13 Essay #2	WEL327-343		Take-Home Test #2
		L18 Paraphrase	LBH 611-622		<b>Question Sheet #10 Due</b>
		L20 Bibliography	LBH 653-654		Question Sheet #11
			WEL 312-313		
<hr/>					
9/23					5 Group Conferences
F					outside of class
<hr/>					

<u>Date</u>	<u>Class</u>	<u>Bring to Topic</u>	<u>Reading for Next Class</u>	<u>Writing Assignment</u>	<u>Other Assignment</u>
9/26 M	LBH	A14 Scavenger Hunt L19 Citations L24 Plagiarism L9 Revision A15 Research Question	LBH 66 WEL 304-310 Plagiarism (Handout)	Revise E #1	<b>Question Sheet #11 Due</b> 1 Group Conference outside of class
9/28 W		A16 Author Choice A17 Book Search A18 Internet Search A19 Test #2 A20 Conference Signup L16 Library Research		<b>R #1 Due</b>	4 R Conferences outside of class Book Search Internet Search Research Question <b>Take-Home Test #2 Due</b>
9/30 F					11 R Conferences outside of class
10/3 M	<i>Panther Card</i>	A21 RESEARCH VISIT TO BOOTH LIBRARY	Research Sources		<b>Book Search Due</b> <b>Library Search Due</b> <b>Research Question Due</b>
10/5 W	LBH Sources	A22 Source Check A23 Surveys A24 Bibliography Workshop A25 Research Exercise L4 Peer Review		Draft E #2	8 R Conferences outside of class Research Exercise
10/10 M	<i>Panther Card</i>	A26 RESEARCH VISIT TO BOOTH LIBRARY	Research Sources		<b>Research Exercise Due</b> Article List Encyclopedia List
10/12 W	LBH DIC	A27 PEER REVIEW #1		<b>Draft E#2 Due</b>	<b>Article List Due</b> <b>Encyclopedia List Due</b>
10/14 F		FALL BREAK NO OFFICE HOURS		Essay #2	
10/17 M	Sources	A28 Research Jeopardy		<b>E #2 Due</b>	9 Conferences outside of class

<u>Date</u>	<u>Bring to Class Topic</u>	<u>Reading for Next Class</u>	<u>Writing Assignment</u>	<u>Other Assignment</u>
10/19	Sources L10 Titles L11 Paragraphs L14 Nouns & Pronouns	<i>Powerpoint Lectures (3 and 3:30)</i>		4 Conferences in class
10/21 <b>F</b>	Sources		Revise E #2	10 Conferences outside of class
10/24 <b>M</b>	L39 Intro to Drama A29 A Doll's House L21 Being Concise L12 Joining Sentences L26 EWP	Joining Sentences (Handout) LIT 1558-1579	<b>R #2 Due</b>	Question Sheet #12
10/26 <b>W</b>	CLASS DISMISSED FOR CONFERENCES			10 R Conferences in class 10 R Conferences outside of class
10/28 <b>F</b>				3 R Conferences outside of class
10/31 <b>M</b>	LIT Quiz #6 Act I D8 Act I L22 Vague References L41 Characters	LIT 1579-1594		<b>Question Sheet 12 Due</b> <b>Question Sheet 13</b> Question Sheet 14
11/2 <b>W</b>	LIT Quiz #7 Act II DIC D9 Act II L23 Word Choice L42 Theme	LIT 1594-1609		<b>Question Sheet 14 Due</b> <b>Question Sheet 15</b> Question Sheet 16
11/7 <b>M</b>	LIT Quiz #8 Act III D10 Act III L40 Drama Essays A30 A DOLL'S HOUSE Movie, Part I	WEL 751-754		<b>Question Sheet 16 Due</b> <b>Question Sheet 17</b>
11/9 <b>W</b>	A31 A DOLL'S HOUSE Movie, Part II			Question Sheet 18

<u>Date</u>	<u>Class</u>	<u>Bring to Topic</u>	<u>Reading for Next Class</u>	<u>Writing Assignment</u>	<u>Other Assignment</u>
11/14 <b>M</b>		L13 Punctuation Quiz #9 Movie D11 Movie L36 Intro to Fiction A32 Prep for Football	LIT 152-155 LIT 516-517	Draft E #3	<b>Question Sheet 18 Due</b> <b>Question Sheet 19</b>
11/16 <b>W</b>		A33 Punctuation Football			
11/21-25	<b>MWF</b>	CLASSES CANCELLED FOR THANKSGIVING BREAK			
11/28 <b>M</b>	DIC	A34 Peer Review #2		<b>Draft E #3</b> <b>Due</b>	
11/30 <b>W</b>	LIT	L37 Point of View L38 Plot A35 Plot Exercise A36 Class Survey A37 Course Evaluation		Essay #3	Question Sheet 20
12/2 <b>F</b>				<b>E #3 Due</b>	8 Conferences outside of class
12/5 <b>M</b>		CLASS DISMISSED FOR CONFERENCES			5 Conferences in class 10 Conferences outside of class
12/7 <b>W</b>	LIT WEL	A38 Sample Essay L25 Essay Exams A39 Prep for Final L15 Fiction Essays	WEL 368-373 LBH 744-748	Revise E #3	<b>Question Sheet 20 Due</b>
12/9 <b>F</b>		LAST DAY OF CLASSES –Last Day to turn in late work End of Office Hours		<b>R #3 Due</b>	23 R Conferences outside of class
12/15 <b>R</b>	LIT	A40 Final Examination 2:45-4:45 pm		<b>Essay #4</b>	END OF THE COURSE ENJOY THE HOLIDAYS!