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ENG 1000-004: College Composition I

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ENG 1000-004: Fundamentals of Composition
Fall 2022 – T/TH 9:30-10:45am – Coleman 3120/3130

Instructor: Mrs. Ashley Flach
Office: 3335 Coleman Hall
Office Hours: T/TH 12:30pm – 1:30pm; W 9:30am – 11:30am; By Appointment
Email: amflach@eiu.edu

Required Texts

- *Ideas and Aims*
- Power Points and Handouts on D2L
- Your writing

Materials

Writing instruments, a notebook, folder or binder, computer, a positive attitude, and other appropriate supplies. You will also be required to closely follow the syllabus, so I suggest putting it at the front of your notebook, folder, or binder for easy access.

Course Description

This is a course in the improvement of the fundamentals of entry-level college writing skills, practice and instruction in the development of an individualized process of analytical reading, prewriting, drafting, revising, editing, and proofreading. Required of students who do not meet the prerequisites for ENG 1001G. ABC/No Credit.

Student Learning Objectives

- Demonstrate entry-level college writing produced through an individualized and independent process of prewriting, drafting, revising, editing, and proofreading
- Demonstrate effective expository and persuasive writing throughout the semester in thesis-based and non-thesis-based prose
- Demonstrate analytical reading skills to understand and critically evaluate diverse reading materials
- Demonstrate the ability to collaborate and help fellow students in the writing process through workshops/peer review sessions that focus on developing the ideas, support, and details
- Demonstrate the ability to employ strong evidence, examples, and supporting details
- Compose well developed paragraphs and sentences that are direct, economical, free of ambiguity, and structurally appropriate for the ideas expressed and the audience addressed
- Compose paragraphs that exemplify paragraph unity, demonstrate sentence variety, and effectively use transitions

Course Requirements

This course is writing intensive and consists of outside and in-class writing, interactive classroom discussion, peer review sessions, independent writing in the form of five major writing assignments, and ten one-page journal entries.

Come to class prepared to participate and interact with the material and your peers.

This class will be challenging, but with determination, a readiness to grow and learn, and an investment in the material, you will succeed!

Formatting and Documentation

For all formal, journals, and in-class writing assignments use MLA: Times New Roman, 1-inch margins, 12-point font, and double-spacing.

MLA also requires a centered title and your last name and page number in the top right header.

In the upper left part of the paper write out this information in this format (not in the header):

Your name

Course Number (ENG 1001)

My name (Professor Flach)

The date (19 August 2019)

Journals

You will be required to write 10 one full-page double-spaced journals formatted in MLA. (They may be longer.) The first journal will be an introduction journal in which you will tell me anything you think I need to know about you as a person, a student, your home life, etc. You may be completely honest with me.

The middle 8 journals will be open journals. That means you can write about whatever you want. No, really, you can. Don't stress about these regarding content. What you need to do is ensure they are polished. You can treat it like a diary, brainstorm for upcoming papers, or write about things that concern you, etc. You may also use the journals for creative work. Also, if you choose to write creative work for these journals, you still must meet the page limit requirements. Again, they may be longer than one double-spaced page.

All journals must be original. Do not use work from other classes or reuse creative work you've already written.

Just because these journals are considered "low stakes" writing, you still need to give it time and attention. **They must be free of grammatical errors, organized, cohesive, and polished. For example, don't use text talk and don't forget punctuation.** Also, make sure these are all formatted in MLA.

Formal Writing Assignments

Each formal writing assignment must be formatted in MLA and turned in by the due date. I do not accept late work, so it is imperative that you navigate the due dates with attention to early brainstorming and drafting of each paper. If at any time you struggle with brainstorming or coming up with a topic for any paper, please let me know. I am happy to discuss and throw ideas around with you.

I also expect each formal writing assignment to be submitted to Dropbox in a Word document. Please do not use a Google doc link. If you do, I won't be able to open it.

*Time management of each formal writing assignment is necessary. I cannot express enough how important it is that once you receive an assignment sheet that you immediately begin the writing process with brainstorming and prewriting. Do not fall into the trap of thinking three – four weeks is a long time to complete a paper. It's really not if you do not plan ahead. I have seen excellent writers fail to manage their time and not get their amazing work turned in on time and receive 0's. Do not allow this to happen to yourself!

Peer Review Discussion Posts (worth 10 points each)

For every unit we will have a discussion board dedicated to peer review. These are worth 10 points. Though you don't get 10 points just for giving any kind of feedback. You must deeply engage with your partner's paper through close reading and thoughtful and helpful feedback based off of the peer review prompts I will provide. That means you can't just write, "This is good," "I like your paper," "Your paper sucks," etc. You need to go beyond surface comments and explain why. Again, the prompts will help you do this.

Peer review discussion posts are more than just helping your partner strengthen their paper. It's mostly for the peer reviewer. You get to see how someone else approached and fleshed out his/her paper. By engaging with someone else's writing, not only are you helping them, but, more importantly, you're helping yourself because, more than not, you will see through study of someone else's writing how to strengthen your own writing. Do not blow these days off.

Revision

You may revise all five major writing assignments required for this course. You will have one week from the date of return. I expect deep revision, not just surface editing. If you engage in deep revision and you receive a higher grade, I will replace the existing grade. Upload revisions to the same Dropbox as original paper.

Required Conferences and Revision

Since this class is to hone your writing skills and processes, you be required to have a one-on-one conference with me for every major writing assignment. We will schedule these in my office or virtually, depending on Covid rules and restrictions and/or comfort with proximity. You should have a hard copy on hand, and you will read me your paper out loud. We will then discuss what steps you need to take for revision. Revision of all five major writing assignments is required for this course. You will have one week from the date of return. I expect deep revision, not just surface editing. If you engage in deep revision and you receive a higher grade, I

will replace the existing grade. Upload revisions to the same Dropbox as original paper. Please save revisions something like this: “Informative Paper Version 2” or “Informative Paper 2.”

These be held on T/TH 12:30pm – 2:00pm & W 9:30am – 11:30am during Composition Week. Composition Week is the 3rd week of every unit.

Midterm Portfolio

You will submit a Midterm Portfolio of your major writing assignments and journals for the first half of the semester. This will include all drafts of your major writing assignments. It should be in a Word doc. with a title page, page of contents, and an artist statement discussing your writing processes for this part of the semester’s work. We will discuss this more in-depth during the semester.

Final Portfolio

You will submit a Final Portfolio for your final in this class consisting of major writing assignments and journals for the second half of the semester. This will include all drafts of your major writing assignments. It should be in a Word doc. with a title page, page of contents, and an artist statement discussing your writing processes for this part of the semester’s work. We will discuss this more in-depth during the semester.

Your Instructor

If at any time you feel like you are having trouble with the material, or if you need additional resources or reassurance, please contact me via email or schedule a meeting with me. I want you to succeed in this class, and I am here to support you!

If you email, please give me at least **two days** to respond. It doesn’t usually take me that long to get back with you, but it could. Please be patient and know I will respond when I’m available.

Attendance, Late Work Policy, and Expectations

Students are expected to be present and follow along with the syllabus. As detailed in the EIU Undergraduate Catalog, “properly verified absences due to illness, emergency, or participation in an official University activity” are recognized. Excused absence or not, you are responsible for keeping up required course work.

We have all be hit hard lately, and I know it’s been tough. I get it. Still, you must respect yourself enough to engage with your work in this class and accept that it will take time and effort to succeed. Having said that, **I do not accept late work or allow extensions on formal papers.** This is non-negotiable. If you miss the assignment deadline, you will get a 0.

***Keep in mind that I do allow revisions of all formal writing assignments, so it would be in your best interest to turn something in with the intention of revising.**

The expectations in this class are simple. Show up, be attentive, participate, be respectful, and be open-minded. This is a writing intensive class, and you will need to stay on top of all assignments with good time management skills. If you get behind on even one assignment, it will have a domino effect, and you will find yourself constantly grinding to keep up.

Some tips:

- Read all assigned readings (no, seriously, read them).
- Read assignment sheets as soon as possible and begin brainstorming.
- Watch any provided videos.
- Reach out and ask questions if you are unsure or need help with anything, I don't bite.
- Respect yourself enough to put your best effort forward, you are in college after all, don't waste your time here, but instead make it productive.

Notes on Professionalism and Email Policy

Unless otherwise indicated, class work must be typed, formatted in MLA, and uploaded to Dropbox in a Word doc. Do not take a photo of your work and upload it. Do not upload a PDF or Google doc. Do not turn in handwritten work.

I welcome emails, though please use a professional and polite manner when doing so. Use a clear subject line that provides the topic of your email, begin with a greeting, such as "Hello Professor Flach" or "Dear Professor Flach," state your purpose in clear and organized prose, and close with a short sign-off, such as "Cheers," or "Best," and then your name.

Again, it could take up to **two days** to respond to your emails. Please be patient, and I will get back with you when I'm available.

Class Conduct

The classroom is a place for learning and growth, and as we will be doing important work this semester, I expect you to have good manners, engage in careful listening, and have respect for diverse backgrounds and opinions. I also expect maturity, participation, and for you to come to class prepared and to be ready to write and discuss!

Unless otherwise noted, please do not engage in activity on your cellphone during class. Perusing social media and texting are not permitted. Also, once you come to class, **please remove Air Pods or headphones.**

Academic Integrity and Plagiarism

Students are expected to maintain principles of academic integrity and conduct as defined in EIU's Code of Conduct (<http://eiu.edu/judicial/studentconductcode.php>). Violations will be reported to the Office of Student Standards. If you believe that you have a specific instance in your work that might be considered plagiarism, please come to me prior to turning in the final draft.

The official statement on plagiarism by the EIU English Department is as follows: "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 own original work' (Random House Dictionary of English Language) – has the right and responsibility to impose upon the guilty student an appropriate penalty, up to and including immediate assignments of a grade of F for the assigned essay and a grade of F for the course, and to report the incident to the

University Student Standards Board. Respect for the work of others should encompass all formats, including print, electronic, and oral sources.”

If we all work together, we can ensure ethical resource use in our papers!

Using the Writing Center

I strongly encourage all students to utilize EIU’s Writing Center, which is located at 3110 Coleman Hall. This free service provides one-on-one conferences with writing center consultants who can help you with brainstorming, organizing, developing support, and developing your in-text citation and works cited/reference page to avoid plagiarism.

To schedule an appointment, you can visit during posted hours or call 217-581-5929.

Office hours are as follows: Mon-Thurs, 9am-3pm; 6pm-9pm; Friday 9am-1pm

There is also now an available widget on D2L for the Writing Center for easier access.

Students with Disabilities

If you are a student with a documented disability in need of accommodations to fully participate in this class, please contact the Office of Student Disability Services (OSDS). All accommodations must be approved through OSDS. Please stop by McAfee, Room 1210, or call 217-581-6583 to make an appointment.

If you have accommodations, you need to alert me the first day of class.

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 skills to support academic achievement. The Student Success Center provides individualized consultations. To make an appointment, call 217-581-6696, or go to McAfee, Room 1301.

Student Well-Being

EIU is committed to supporting and advancing the mental health and well-being of our students. Students may experience stressors that can impact both their academic experience and their personal mental health and well-being. These may include academic pressure and challenges associated with relationships, anxiety, depression, alcohol or other drugs, identities, and finances.

If you are experiencing concerns, seeking help is a courageous thing to do for yourself and those who care about you. Below is a list of available campus resources to assist with student well-being:

- [EIU Counseling Clinic](#): Human Services Building, 1st floor; 217-581-3413; for after-hours urgent support, call 1-866-567-2400. The Counseling Clinic offers individual and group counseling, emergency services, and resources.

- [Online Mental Health Screening](#): online, private screening tool for depression, anxiety, eating disorders, and alcohol and substance misuse.
- [EIU Health Clinic](#): Human Services Building, 1st floor; 217-581-3013. The Health Clinic services include lab work, pharmacy, and women's health and men's health programs.
- [Health Education Resource Center](#) (HERC): 2201 Blair Hall; 217-581-7786. The HERC offers health programming in the areas of alcohol, tobacco and other drug prevention and education, flu and cold prevention and education, nutritional analysis and education, and sexual health education, in addition to other health-related topics.
- [Center for Gender and Sexual Diversity](#) (GSD): Stevenson Hall, lower level; 217-581-7117. The GSD Center provides services such as the Trans*formation Station, a large library full of books and movies, year-round programming, and a comprehensive Safe Zone Training program.
- [EIU Campus Food Pantry](#): 1347 McAfee. The EIU Campus Food Pantry is a means to support students and the campus community by alleviating barriers to consistent, adequate, and healthful food. Anyone with a Panther Card can visit the pantry two times per month.
- [Student Legal Service](#): MLK Jr University Union Room 2420; 217-581-6054. Student Legal Service can assist with off-campus housing issues, traffic violations, misdemeanor criminal offenses, municipal ordinance violations, and expungement.
- [Financial Aid and Scholarships](#): Student Services Building East Wing; 217-581-6405, Fax: 217-581-6422, finaid@eiu.edu. The Office of Financial Aid and Scholarships provides information and guidance to secure the necessary financial resources to meet educational goals and financial obligations to the university.

Composition of Overall Grade
(all assignments and point totals are **tentative**)

Journals **100**
10 Journals 10

Peer Review Discussion Posts **40**
4 Peer review days 10

Midterm **50**
Reflection

Formal Writing Assignments **600**
Informative (4) 100
Rhetorical Analysis (4) 100
Evaluative (5) 100
Persuasive (5) 100
 • Proposal 50
 • Annotated Bib 50
Reflective (5) 100

Midterm Portfolio **100**
Final Portfolio **100**

Semester Participation **100**
Overall assessment for semester

***Possible Discussion Board Posts**
10 points a piece and will be added to the total as we work through the semester, if necessary

990 tentative points

Grading Scale for Formal Documents

A = 100-92%	B+ = 89-88%	C+ = 79-78	D = 69-60
A- = 91-90%	B = 87-82%	C = 77-72	F = 59 and below
	B- = 81-80%	C- = 71-70	

Overall Grading Scale

A, B, C, No Credit

ENG 1000-004 Syllabus Schedule
Fall 2022: T/Th 9:30am-10:45am
Coleman 3120/3130

Unit 1: Informative Writing

Week 1: M 8/22-Su 8/28

T 8/23: Introduction to Class / Syllabus Discussion

Th 8/25: Informative Writing Introduction/ Writing Processes Discussion

Su 8/28: Journal 1 due to Dropbox by 11:59pm

Week 2: M 8/29-Su 9/4

T 8/30: Purpose, Audience, and Genre Discussion

Th 9/1: Summarizing, Paraphrasing, and Quoting Discussion

Su 9/4: Journal 2 due to Dropbox by 11:59pm

Week 3: M 9/5-Su 9/11

M 9/5: Labor Day – No Classes

T 9/6: Mandatory In-Class Composition Day: Informative Writing

Th 9/8: Mandatory In-Class Peer Review

Su 9/11: Informative Paper due to Dropbox by 11:59pm

Unit 2: Analysis Writing

Week 4: M 9/12-Su 9/18

T 9/13: Analysis Writing Introduction

Th 9/15: Alcohol and Marketing Discussion / Find a “Positive” Ad

Su 9/18: Journal 3 due to Dropbox by 11:59pm

Week 5: M 9/19-Su 9/25

T 9/20: Group Work: Read Surgeon General’s Report Ch. 1&2

Th 9/22: Group Work: Read Surgeon General’s Report Ch. 1&3

Su 9/25: Journal 4 due to Dropbox by 11:59pm

Week 6: M 9/26-Su 10/2

T 9/27: Mandatory In-Class Composition Day: Analysis Writing

Th 9/29: Mandatory In-Class Peer Review

Su 10/2: Analysis Paper due to Dropbox by 11:59pm

Unit 3: Evaluative Writing / Midterm Reflection

Week 7: M 10/3-Su 10/9

T 10/4: Evaluative Writing Introduction

Th 10/6: Monsters and Angels Discussion

Fri 10/7: Fall Break – No Classes

Su 10/9: Journal 5 due to Dropbox by 11:59pm

Week 8: Midterm – M 10/10-Su 10/16

T 10/11: Frank McCourt Discussion

Th 10/13: Mandatory In-Class Composition Day: Midterm Reflection

Su 10/16: Midterm Reflection due to Dropbox by 11:59pm

Week 9: M 10/17-Su 10/23

T 10/18: Mandatory In-Class Composition Day: Evaluative Writing

Th 10/20: Mandatory In-Class Peer Review

Su 10/23: Evaluative Paper due to Dropbox by 11:59pm

Unit 4: Persuasive Writing

Week 10: M 10/24-Su 10/30

T 10/25: Persuasive Writing Introduction

Th 10/27: Donner Party Discussion

Su 10/30: Journal 6 due to Dropbox by 11:59pm

Week 11: M 10/31-Su 11/6

T 11/1: Mandatory In-Class Composition Day: Persuasive Proposal

Th 11/3: Mandatory In-Class Composition Day: Thesis w/ Reasons

Su 11/6: Journal 7 due to Dropbox by 11:59pm

Week 12: M 11/7-Su 11/13

T 11/8: Ethical and Relevant Sources Discussion

Th 11/10: Mandatory In-Class Composition Day: Annotated Bibliography

Su 11/13: Journal 8 due to Dropbox by 11:59pm

Week 13: M 11/14-Su 11/20

T 11/15: Mandatory In-Class Composition Day: Persuasive Writing

Th 11/17: Mandatory In-Class Peer Review

Su 11/20: Persuasive Paper due to Dropbox by 11:59pm

Thanksgiving Break M 11/21-F 11/25

Unit 5: Reflective Writing

Week 14: M 11/28-Su 12/4

T 11/29: Reflective Writing Introduction

Th 12/1: Sherman Alexie Discussion

Su 12/4: Journal 9 due to Dropbox by 11:59pm

Week 15: M 12/5- Su 12/11

T 12/6: *Elvis and Me* Excerpt Discussion

Th 12/8: Mandatory In-Class Composition Day: Reflective Writing

Fri 12/9: Last Day of Classes
Journal 10 due to Dropbox by 11:59pm

Week 16: Final Week – M 12/12-Fri 12/16

Th 12/15: Reflective Paper due to Dropbox by 11:59pm