

Fall 8-15-2005

# ENG 3001-006: Advanced Composition

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## Policies English 3001 Section 06: Advanced Composition, Fall 2005

Instructor: Dr. Ray Watkins

Class Times: Monday, Wednesday, and Friday 2 to 2:50

Location: Coleman 3130, Lecture Room and 3120, Computer Room

**Note:** We will alternate between the Lecture Room (3130) and the Computer Room (CH 3120). See your Syllabus for more details.

Office: Coleman 339 K/3010

Office Hours: MWF, 9 to 10 or by appointment

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**Goals:** English 3001 is an advanced composition course that will enhance your understanding of academic and professional writing and producing both. Our subject matter is the world of work, and the place of writing and ideas in the modern workplace. We will necessarily focus on honing your editorial and copy-editing expertise.

Our goals include the refinement of skills in the following areas:

1. Using bibliographic and field research -- improve your knowledge of how libraries work and how to use them; improve your research skills and collect information relevant to your interests as a researcher.
2. Critical reading-- improve your ability to read critically, to question, and to evaluate what you read. In order to be a master reader, you must be active in what you are reading, actively deciphering the argument in all its parts rather than passively receiving strings of words.
3. Constructing arguments -- improve your ability to construct your own arguments. This skill depends on your mastery of reading above. The better reader you are, the better writer you can be. Again, one of our aims is to learn to distinguish between good and bad writing based on carefully constructed texts, evidence, and so on.
4. Collaborative learning - - improve your ability to learn from and to teach others about your own thinking and about writing. You will depend on the process of drafting and peer critiques. You will practice forming honest, thorough, and constructive peer critiques of others' writing, and how to make use of what you have learned from your own self-critique and that of others.
5. Clean, smart prose-- improve your ability to write clear and meaningful sentences, to compose organized and detailed paragraphs, and to address recurring grammatical or mechanical problems specific to your own writing (these vary from writer to writer).
6. Technology --- prose writing has become much more technologically sophisticated in recent years, and you will be expected to use a wide range of software now routine in professional writing. Primarily, this will center on the creation of an online research portfolio over the course of the semester. Also important will be electronic mail, as well as word processing software.

### Major Writing Assignments:

A. The primary task of our course is called the Writing in the Wild research project. This project includes several important assignments limited to:

An Annotated Research Bibliography  
 An Oral Report  
 Interview Questions and an Interview Report  
 An Online Research Portfolio

B. You will produce the following helpful, effective, 500 to 600 word Peer Critiques:

On a (Draft) Annotated Research Bibliography

Oral Report / Annotated Research Bibliography  
On a (Draft) Interview Report

C. You will produce the following informative and insightful 500 to 600 word Self-Commentaries:

Introduction to the Writer-Researcher  
Mid Term Writer-Researcher Check  
The Writer-Researcher: On the Semester as a Whole

Grades: You final grade will be determined as follows:

Annotated Research Bibliography: 15%  
Oral Report: 15%  
Interview Questions / Interview Report: 20%  
Average of Three Self Commentaries: 10%  
Average of Two Peer Critiques: 10%  
Web Site Portfolio: 10%  
Miscellaneous Course Participation / Engagement: 20%

**Other matters:**

**E-Mail Activity:** Enrollment in this class requires an EIU e-mail account, and you must check it frequently, preferably course. You will also use this account to set up and use your own course web site (the web portfolio). E-mail is the qui in my office. I welcome any and all questions and comments.

Regarding the Writing Center : The EIU Writing Center provides no-cost collaborative services and students may working hours. I would strongly recommend that you make use of this service. Collaboration, as we shall see over research or writing project.

**Classroom Environment:** In class, I expect all of you to participate in discussions. The best way to demonstrate that y reader, writer and researcher is by contributing regularly to class discussions, and by paying close, respectful attention have questions, no matter how simple or complicated, go ahead and ask me, either in class or via e-mail--chances are I I do not plan to lecture in this class; I want us to contribute together to a positive, challenging, interesting learning envi to give and receive constructive, insightful, frank criticism! I'm sure that all of you will work very hard on your projects, I your feelings, and don't hold back from offering helpful advice because you think it might hurt someone else's feelings.

**Attendance Policy:** I will take attendance, and I expect you to attend class every day, on time, and prepared to discuss schedule. If you have more than four absences this semester, your course grade will drop a full letter grade for ea scheduled conference meeting without prior notification will result in the automatic lowering of your grade for the curren via e-mail if you have to miss a conference. I will do the same if I have to reschedule.

**Academic Honesty:** I expect you to act honestly and do your own work in this class, and so does Eastern Illinois Unive yourself with the English Department's policy on plagiarism: Any teacher who discovers an act of plagiarism--'The a ideas, and/or thoughts of another author, and representation of them as one's original work' (Random House Dictionar and the responsibility to impose upon the guilty student an appropriate penalty, up to and including immediate assignn report the incident to the Judicial Affairs Office.

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## **Fall 2005 English 3001-06 Syllabus**

Part One, Weeks One to Five: Preliminary Bibliographic Research

Part Two, Weeks Six to Eleven: Oral Presentation of Bibliographic Research / Field Research

Part Three, Weeks Twelve to Sixteen: Written Presentation of Bibliographic and Field Research

### **Week One, Lecture Room (LR, 3130): August 22 to 26**

M: Introductions

W: Introductions Reading for next class: Here's How to Write Well (HHWW), Chapters 1 and 3

F: Brainstorming and Planning Research: Annotated Bibliographies / Oral Reports

### **Week Two Computer Room (CR, 3120): August 29 to September 2**

M: Computer Lab: Dreamweaver Basics

W: Computer Lab: Dreamweaver Basics

F: Computer Lab: Searching on the Web

Reading for Wednesday: "Work and Life in the Information Age"

### **Week Three, LR: September 5 to 9**

M: No Class Labor Day

W: "Work and Life in the Information Age"

Self-Commentary One Due September 7

Reading for next class: Here's How to Write Well (HHWW), Chapter 2

F: Audiences

Reading for next class: HHWW Chapter 6

### **Week Four, CR: September 12 to 16**

M: Writing Workshop: Peer Critiques

First Draft Annotated Bibliography Due September 12

W: Computer Workshop

F: Computer Workshop

Reading for next class: HHWW Chapter 4

### **Week Five, LR: September 19 to 23**

M: Oral Report Assignments / Writing Workshop: Paragraphs

Peer Critique, First Draft, Annotated Bibliography Due September 19

Reading for next class: HHWW Chapter 5

W: Writing Workshop: Sentences

Reading for next class: HHWW Chapter 7

F: Writing Workshop: Critical Thinking

**Part Two, Weeks Six to Eleven: Oral Presentation of Bibliographic Research / Field Research**

**Week Six, CR: September 26 to 30**

M: Computer Workshop

Final Draft, Annotated Bibliography Due September 26

W: Computer Workshop

F: Computer Workshop

**Week Seven, LR: October 3-7**

M: Oral Reports

W: Oral Reports

F: No Class Fall Break

**Week Eight, CR, October 10-14**

M: Oral Reports / Conference Sign Up

W: Oral Reports / Conference Sign Up

F: Oral Reports / Conference Sign Up

**Week Nine, LR: October 17-21**

M: Conferences (Interview Questions / Interview)

Mid-term Self-commentary Due October 17

W: Conferences

F: Conferences

**Week Ten: CR: October 24-28**

M: Computer Workshop

W: Computer Workshop

Interview Questions due October 26

F: Computer Workshop

Reading for next class: HHWW Chapter 8

**Week Eleven, LR: October 31 to November 4**

M: Writing Workshop: Editing/ Research

Reading for next class: HHWW Chapter 9

W: Writing Workshop: Editing/ Sources

Reading for next class: HHWW Chapter 10

Reading for next class: HHWW Chapter 10

F: Writing Workshop: Editing/ Documentation

**Part Three, Weeks Twelve to Sixteen: Written Presentation of Bibliographic and Field Research**

**Week Twelve, CR: November 7-11**

M: Computer Workshop

Draft One, Interview Due November 7

W: Computer Workshop

F: Computer Workshop

Reading for next class: HHWW Chapter 11

**Week Thirteen, LR: November 14-18**

M: Writing Workshop: Editing / Grammar

Peer Critique, Draft One, Interview Due November 14

Reading for next class: HHWW Chapter 12

W: Writing Workshop: Editing / Punctuation

Reading for next class: HHWW Chapter 13

F: Writing Workshop: Editing / Verbs

**Week Fourteen, Thanksgiving: November 21-25**

**Week Fifteen, CR: November 28 to December 2**

M: Computer Lab

W: Computer Lab

Final Draft, Interview Due November 30

F: Computer Lab

**Week Sixteen, LR: December 5 to 9**

M: Writing Workshop: To Be Announced

W: Writing Workshop: To Be Announced

F: Writing Workshop: To Be Announced

Website Portfolio and Final Self-Commentary Due December 14, Noon

**Note: There will be no final for this course.**