

Fall 8-15-2003

ENG 3001-006: Advanced Composition

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English 3001 -- 006: Advanced Composition
 Fall 2003
 John David Moore
 Classrooms: CH 3130/3120
 Time: TR 11:00-12:15
 Office: CH 3771
 Office Hours: TR 9:~~30~~-11:00, 12:30-2:00, W 10:00-11:00
 & by appointment
 Phone: 581-6976. E-mail: cfjdm@eiu.edu

Texts: Fulwiler and Hayakawa, *The Blair Handbook*, 4th edition.
 Crump & Carbone, *Writing Online* (Updated 2nd Edition)
 A Standard college dictionary

Also Required: Three or Four 3.5" high density (HD) diskettes--and some type of case to protect them

Strongly recommended: *Publication Manual of the APA* or *The MLA Handbook* (4th ed.), depending on your major

Course Objectives, Design, and Method: This course seeks to develop the kinds of research skills and writing techniques utilized by professional writers in general and professional writers within your academic field in particular. The course is designed to focus both on independent research writing and on group production/creation. For success in this course you must be willing to work on your own and in collaboration with other students without constant teacher intervention. You will largely be working on your own and with an assigned writing group. In the course of the semester you should learn 1) how to give and receive constructive criticism to improve your writing, 2) how to work independently and collaboratively in order to meet a deadline, 3) how to employ research processes effectively, and 4) how to revise to improve the effectiveness of your writing. During the term you will be expected to:

1. plan two research projects, the first of which will be an independent effort based on your interests in your field of study, and the second of which will be a group project exploring a topic of shared interest in your writing group. Both projects will require preliminary essays in the form of detailed project proposals;
2. meet at least once a week with your writing group out of class and keep in touch with your group by e-mail for the purpose of gathering peer response on the first project and for the general purpose of collaboration on the second, group project;
3. join your writing group in presenting your progress and soliciting critical feedback from the whole class during those alternate weeks when we will not be meeting in an ETIC (English Technology Integrated Classroom).
4. keep and make available to me via E-mail as it develops, a record of the evolution of both projects - drafts, brainstorming sheets, peer responses, e-mail exchanges, minutes of group meetings etc. - anything that depicts the process the project has gone through on its way to completion;
5. turn in two 1750-2500 word researched pieces of writing (seven to ten double-spaced typed pages), one on **Tuesday, October 14** and one on **Thursday, December 11**, the last class day, and with your writing group briefly to present your final group project to the class on that day.

If you think that you cannot meet these requirements, or if you prefer an advanced composition class designed with no emphasis on collaborative, you should consider taking English 3001 at another time or with another instructor.

Policies: English 1002C is a prerequisite of this course.

This section of English 3001 is scheduled to meet every other week in an ETIC (3120). The weeks when we meet in 3120 will be devoted to working on the computers alone and with your writing groups. I will be keeping in touch with you and your groups on e-mail and also (possibly) through information and postings in our class folder on the computer desktop.

I will be reading and responding to your work regularly, but I will not collect work for grading until **October 14**. You will, however, gain some idea of your grade level prior to this date from the nature of my responses to your work on the various stages of the research project.

You must come to class on the days we are scheduled in CH 3130 prepared with your writing group to show your work in some form, to ask questions about your project, to try out ideas, to discuss research problems and writing problems. During the stages of the first research project, you should be prepared to comment on the work of others in your writing group. Groups should arrange to get together once a week on their own to prepare for presentations and discussion by responding constructively to each group member's work. You are in LARGE part responsible for what we discuss during our meetings in CH3130, and your performance during these presentation/discussions will count in my evaluation of your work at mid-term and term end.

I don't mind if you use the paper(s) you write for this course to fulfill other course requirements, but I suggest you inform me and the other instructor that you plan to do so.

Attendance is mandatory. **If you have more than four (4) unexcused absences from class this semester, your course grade will drop a full letter grade beyond three.** It is your responsibility to provide acceptable and prompt documentation of emergencies within one week of your return to class. If you know you will not attend, let me know before class.

Final papers must be turned in on time. No exceptions.

All drafts must be typed and/or accessible on diskette or E-Mail Attachment.

Please make copies for your own use of all the material that you turn in to me. Remember to make backup copies of all electronic material and when working in the ETIC, to save to your disk as well as to the work folder on the hard drive.

You may use the style of documentation appropriate for your field of study when the topic and the audience you decide to write for merits this style.

There is no final examination for this course. The two projects you complete constitute 100% of your grade, which may be adjusted up or down on the basis of your attendance, participation, and progress. Equitable grading of collaborative projects will be discussed and decided upon by writing groups.

English Department Statement on Plagiarism: "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' -- 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."

Information for Students with Disabilities: If you have a documented disability and wish to receive academic accommodations, please contact the Coordinator of the Office of Disability Services (581-6583) as soon as possible.

Tentative Schedule

Week 1 8/26-8/28	CH3130. Introductions. In-class writing. E-mail accounts and fun things to do with them. Setting up writing groups and meeting times. Paper proposal formats. Group critique of in-class writing.
Week 2 9/2-9/4	ETIC3120. Group discussion & presentation of topic ideas. Work on drafts. Paper proposal drafts due. (9/4)
Week 3 9/9-9/11	CH3130 Draft revision, discussion and presentation. E-mail minutes/updates.
Week 4 9/16-9/18	Group meetings and minutes. Revision and editing.
WEEK 5 9/23-9/25	CH3130. Paper proposals due! (9/23) Proposal presentations and critique.
WEEK 6 9/30-10/2	ETIC.
WEEK 7 10/7-10/9	CH3130. Full drafts Due. (10/7) Group presentation/discussion.
WEEK 8 10/14-10/16	ETIC. First Project Due. (10/14) Introduction to collaborative writing.
WEEK 9 10/21-10/23	CH3130. Discussion and critique of topic ideas.
WEEK 10 10/28-10/30	ETIC
WEEK 11 11/4-11/6	CH3130. Proposal drafts, timetables, and "team" assignments due. (11/6)
WEEK 12 11/11-11/13	ETIC. Revised proposals due. (11/13)
WEEK 13 11/18-11/20	CH3130. Group presentation/discussion

11/25-11/27

Thanksgiving Break

WEEK 14

ETIC

12/2-12/4

WEEK 15

CH3130. Group presentation/discussion.

12/9

12/11

Last class day. **FINAL PROJECT DUE.** Brief group presentations.Paper Topic Proposals

The paper topic proposals due on 9/23 and on 11/13 should be carefully written essays in two parts. In the first part, describe as clearly as you can your research topic. You should have narrowed your topic to a manageable level of specificity by this time, and I will expect your opening statement to demonstrate both your early background reading and careful thinking about the topic. Please take the time to develop your ideas in as much detail as possible at this point in your search. Define specialized terms. Direct your proposal to a general audience outside your specific field of study -- perhaps this will be me and/or the people in your writing group. Provide necessary background information. Correctly cite authorities and/or sources you have used to develop your thinking on the topic and describe the sort of research materials you see yourself working with in order to complete this project. At some point in this section of the proposal, formulate your topic as a series of open-ended questions that you hope to answer during the course of your research project.

In the second section of the proposal, explain your personal connection to the topic. How will finding out answers to your questions benefit you? How will they benefit someone else -- your audience? Again, demonstrate that you have given the issues involved careful consideration.

Remember as you work on this proposal that you are at an early stage of your research project and that your thinking about the topic should change as you progress. Don't use this proposal as a platform for preconceived notions; write in as objective a tone as you can assume; be prepared to revise your position/thinking on the subject as your project progresses and you become more informed.

NOTE: The proposal for the collaborative project will basically follow the same guidelines but with further sections about the logistics of work assignments and timetables added at the time of that assignment. The collaborative project proposal should clearly describe the division of labor involved - who will be responsible for what. It should also establish a tentative timetable so that group members can be held to the completion of the steps of the project by reasonable dates.

Throughout the evolution of both projects, writing groups will be responsible for turning in weekly minutes of group meetings. These should be sent to me by E mail ASAP after each meeting. Group meetings should open with progress reports which will be incorporated into the minutes. The idea here is to keep an accurate and detailed record of the process involved in the creation of the written pieces - individual and collaborative - that you will turn in the course of the semester. When it comes to the collaborative project, this record will also help provide an idea of whether or not all group members are pulling their weight in the labor. At semester's end, slackers will be subjected to long and painful public embarrassment.