ENG 1000-001: Fundamental English

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English 1000: Fundamental English / Section 001
Course Policy Statement and Syllabus
Fall 2007

Instructor: Ms. Andrea Johnston
Email: AndreaJohnston@gmail.com
Office: Coleman Hall 2110
Office Hours: 10:00am-11:30am MWF

Required Texts

  [Please do not remove or mark any pages from your textbooks.]
- Robert W. Funk et al. *The Simon and Schuster Short Prose Reader*

You'll also need an 8 1/2" x 11" spiral-bound notebook for use as a journal in this class.

Goals
To help improve your writing through practice and instruction in developing and organizing ideas; in using words, sentences, and paragraphs effectively; and in acquiring and perfecting skills for revising and editing your prose.

Course requirements
Attendance at and participation in all class meetings; no pattern of tardiness; completion of all reading and writing assignments on time, including full participation in group activities. We meet Mondays, Wednesdays, and Fridays at 8:00 AM in Coleman 3159.

Please note: Students who accumulate more than four unexcused absences during the semester should not expect to pass English 1000. (Excused absences are those involving illness, death in the family, and officially approved university activity and accompanied by appropriate documentation. When an absence is excused, students may be permitted to make up assignments at the convenience and discretion of the instructor.)

Assignments
In addition to several in-class writing assignments, you will write four out-of-class essays, each of which includes pre-writing activities and a series of rough drafts. You will complete two of these essays by mid-term and the other two during the second half of the semester.
Your writing journal (notebook) will be used for both in-class and out-of-class writing. Some of your journal writing will be assigned; some will be writing that responds to the reading for the class. You are responsible for saving all written assignments and essays. You will be using this material for assembling portfolios of your work to submit for mid-term and for final evaluation. I may require you to keep a spelling section in your journal. All out-of-class essay assignments should be typed. In-class essays will be hand-written.

I may assign additional exercises and/or readings based on your specific needs. ALL assignments are important. If you complete the assignments in the planned sequence, you will be much more likely to succeed in this course.

Conferences
You are encouraged to see me for conferences outside of class and to receive extra help in the Writing Center. I may require you to meet with me in conference and to seek tutoring in the Writing Center, which is located in 3110 Coleman Hall (581-5929).

Grading
English 1000 is graded Credit/No Credit. In order to pass the course, you must earn my recommendation and submit a writing portfolio that earns a pass for the course (see the attached sheet on the portfolio). My recommendation will be based primarily on satisfactory and on-time completion of all reading and writing assignments, including exercises, and on satisfactory class participation. You cannot register for English 1001C until you pass English 1000.

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.

Course Syllabus
In order to accommodate the needs of the class, the following schedule of discussion, reading, and writing assignments is tentative. You will be notified of any changes in class. Because writing is a process, topics will often be introduced and then reviewed later in the semester. All assignments—readings, essays, revisions, exercises, and so on—are course requirements and must be completed fully and on time. Remember, you should save all written assignments and essays. You will be using this material for assembling two portfolios of your writing. One small portfolio will be submitted at mid-term for the purpose of checking your progress. You will submit a second, larger portfolio for final evaluation of your performance in the course. (See the Portfolio Guidelines attached to this syllabus.)

**BRING YOUR TEXTBOOK TO EVERY CLASS MEETING.**

**Week 1 / August 20:**
- Introductions
- Diagnostic Essays
August 22

* Purchase notebook and bring to class
* Email instructor

**Diagnosis Essays written in class**

August 24

* Journal Entry – Who is the best storyteller in your family?
* Get textbooks from TRS and bring them to class
* Read Anker “How to Find Information in Real Essays” xxix-xxx and “Keeping a Journal” 40-1

In class, we will discuss the syllabus, course, and the reading in greater detail as well as how to keep a journal.

**Week 2 / August 27**

* Read Anker Chapter 1 “Reading and Writing in College and Beyond”
* Journal Entry – Describe a moment of sadness

In class, we will discuss the Writing Center and the reading.

August 29

* Read Anker Chapter 2 “Writing Basics”

In class, we will discuss the reading, do some in-class exercises related to it, and discuss journal entries in groups

August 31

* Read Anker Chapter 9 “Narration”
* Journal Entry – Describe a moment of fear

In class, we will brainstorm for Writing #1 and continue Chapter 2 Exercises.

**NO CLASS ON SEPTEMBER 3**RD **FOR LABOR DAY**
**Week 3 / September 5**

*Read Anker Chapter 3 “Finding and Exploring Your Topic”
*Read Anker 95-6

In class, we will discuss the reading, do some in-class exercises related to it, and begin to draft Writing #1.

**September 7**

*First Draft of Writing #1 Due*

In class, we will peer-review our drafts and discuss the process of revision.

**Week 4 / September 10**

*Read Anker Chapter 4 “Making a Point”
*Journal entry – “Pictures”

In class, we will discuss the reading and continue to revise our drafts.

**September 12**

**Final Draft of Writing #1 Due**

In class, we will perform self-assessment and assignment reflection.

**September 14**

*Read Anker Chapter 11 “Description”
*Journal Entry

In class, we will discuss the reading and brainstorm for Writing #2 “Description”.

**Week 5 / September 17**

*Revisions of Writing #1 Due
*Read Anker Chapter 5 “Supporting your Point”

In class, we will discuss the reading and continue to draft Writing #2.
September 19
*Read Anker Chapter 6 “Making a Plan” / Chapter 7 “Writing a Draft”
*Journal Entry

In class, we will discuss the reading and finalize our Writing #2 drafts.

September 21

First Draft of Writing #2 Due

In class, we will peer review our drafts

Week 6 / September 24

*Revisions of Writing #1 Due
*Read Anker Chapter 8 “Revising Your Draft”

In class, we will discuss the reading and continue to draft Writing #2.

September 26

*Journal Entry

In class, we will discuss the reading and finalize our Writing #2 drafts.

September 28

Final Draft of Writing #2 Due

In class, we will perform self-assessment and assignment reflection and prepare for Midterm In-Class Essays.

Week 7 / October 1

In-Class Essay #1 / Revise
*Journal Entry

October 3

In-Class Essay #2 / Revise
*Discuss Journal Entries in Groups

October 5
Conferences Begin

Week 8 / October 8
Preparing Midterm Portfolios
Conferences Continue

October 10
Mid-Term Portfolios Due
*Journal Entry

In class, we will discuss Writing #3 “Comparison / Contrast”

No Class on Friday – Midterm Break

Week 9 / October 15

*Read Anker Chapter 15 “Comparison and Contrast”
*Journal Entry

In class, we will discuss the reading and brainstorm for Writing #3.

October 17
*Read Anker Chapter 21 “The Basic Sentence”
*Journal entry – Draft for Writing #3

In class, we will discuss the reading, do some in-class exercises related to it, and continue to develop our drafts of Writing #3.

October 19
*Read Anker Chapter 22 “Fragments”

In class, we will discuss the reading, do some in-class exercises related to it, and continue to develop our drafts of Writing #3.

Week 10 / October 22

*First Draft of Writing #3 Due

In class, we will peer review our first drafts of Writing #3.

October 24
*Read Anker Chapter 23 “Run-Ons”

In class, we will discuss the reading, do some in-class exercises related to it, and begin revising our drafts of Writing #3.
October 26
*Read Anker Chapter 24 “Problems with Subject-Verb Agreement”

In class, we will discuss the reading, do some in-class exercises related to it, and continue to revise our drafts of Writing #3.

**Week 11 / October 29**

*Read Anker Chapter 25 “Verb Problems”

In class, we will discuss the reading and continue finalizing Writing #3.

October 31
*Final Draft of Writing #3 Due

In class, we will perform self-assessment and assignment reflection and discuss Writing #4 “Persuasion/Argument”.

November 2
Conferences Begin

**Week 12 / November 5**

Conferences continue

November 7
*Read Anker Chapter 17 “Argument”
*Journal Entry

In class, we will discuss the reading, discuss journal entries in groups (arguing) and brainstorm Writing #4.

November 9
In-class Drafting Writing #4

**Week 13 / November 12**

*First Draft Writing #4 Due

In class, we will peer review the first draft of Writing #4.

November 14
Revision workshop and journal entry.

November 16
Revision workshop

**Week 14 – Thanksgiving Break!**

**Week 15 / November 26**

*Final Draft of Writing #4 Due*

In class, we will perform self-assessment and assignment reflection.

November 28
*Read Anker Chapter 16 “Writing Under Pressure”*

In class, we will discuss the reading, preparation for final In-Class Essays, and preparation of Final Portfolios.

November 30
*In-Class Essay #1*

**Week 16 / December 3**

*In-Class Essay #2*

December 5
Workshop for Final Portfolio

December 7

**Final Portfolios Due** by 10:00 AM