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ENG 1001-002-007: Composition and Language

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COURSE SYLLABUS

- NOTE: Assignments are to be completed by the date on which they appear on the syllabus. This is a tentative syllabus; changes may be made as needed throughout the semester. Bring book(s) to class if requested or if an assignment is due that day.

- REMEMBER: every two class days we will switch rooms. Check the syllabus before you come to class!

- RMP = Rhetoric Made Plain
- OWMC = One World, Many Cultures

WEEK ONE
M(8/25): room 302: course introduction, policies, etc.
W(8/27): room 302: in-class writing sample

WEEK TWO
M(9/1): LABOR DAY—NO SCHOOL
W(9/3): 340: audience and tone. Read RMP pp 4-16
F(9/5): 302: generating ideas. Read RMP pp 22-30

WEEK THREE
F(9/12): 340: more paragraph info

WEEK FOUR
W(9/17): 302: read OWMC "Antidisestablishmentarianism" pp 10+. Discuss Essay # 1 assignment and grading standards
F(9/19): 340: in-class work on draft of Essay # 1. Don't forget your disk!

WEEK FIVE
Music" in-class and discuss (the hills are alive...)  
F(9/26): 302: semi-colon and colon review. Bring Harbrace to class

**WEEK SIX**

M(9/29): 340: in-class work on Essay # 2. Bring your disk!
W(10/1): 340: in-class peer evaluation of Essay # 2 drafts. Bring disk that contains your draft

**WEEK SEVEN**

M(10/6): 302: read "Once More To the Lake" and "We Know that the White Man Does Not Understand Our Ways". (These essays were handed out earlier ). Also do apostrophe review, so bring your Harbrace.
F(10/10): 340: in-class peer evaluation of Essay # 3 drafts. Bring disk that contains your draft on it.

**WEEK EIGHT**

M(10/13): 302: ESSAY # 3 DUE. Comma review. Also sign up for midterm conferences.
W(10/15): CLASS WILL NOT MEET. INSTEAD, COME TO MY OFFICE—339C
F(10/17): --FOR MIDTERM CONFERENCES.

**WEEK NINE**

M(10/20): NO CLASS-CONFERENCES
W(10/22): NO CLASS-CONFERENCES
F(10/24): 302: Begin research discussion. Read RMP pp 250-262

**WEEK TEN**

M(10/27): 340: researching on the computer
W(10/29): BOOTH LIBRARY TOUR
F(10/31): 302: summary, paraphrase, quotes. Bring Harbrace

**WEEK ELEVEN**

F(11/7): 340: OPTIONAL REVISION DUE TODAY. In-class work on research, notetaking, etc. Bring your materials with you. (first progress check.)
WEEK TWELVE

W(11/12): NO CLASS TODAY. RESEARCH CONFERENCES IN MY OFFICE. BRING THESIS STATEMENT, OUTLINE, AND DRAFT.
F(11/14): CONFERENCES IN MY OFFICE. NOTE: I WILL KEEP ROOM 340 OPEN FROM 8:00-9:50 a.m. for those who wish to use it to work on drafts.

WEEK THIRTEEN

M(11/17): CONFERENCES IN MY OFFICE. NOTE: I WILL KEEP 340 OPEN FROM 8-9:50 a.m. for those who wish to work on their drafts.
W(11/19): 302: final day of in-class work/progress check/questions. Since we are not in the lab today, come to class with printed version of your draft, Works cited page, etc.
F(11/21): 302: ESSAY # 4 (RESEARCH PAPER) DUE!

WEEK FOURTEEN

(11/24-28): HAPPY THANKSGIVING BREAK! (Get some rest!)

WEEK FIFTEEN

F(12/5): 302: PUNCTUATION EXAM

WEEK SIXTEEN

W(12/10): 340: in-class work on Essay # 5/possible peer evaluation
F(12/12): 340: ESSAY # 5 DUE. Last class meeting.
In English 1001C you will write as well as read expressive, expository, and argumentative essays of varying length. The reading and writing will take place both in and outside of class. During the semester we'll focus on learning how to organize, articulate, and develop your thoughts clearly and effectively. You will also write at least one paper that will involve use and documentation of outside sources.

There will be quizzes given on the reading material. The frequency of these quizzes can, in part, be controlled by you. If, through discussion, writing assignments, etc., it appears that you are reading and thinking about the assigned material, the number of quizzes will decrease. Slack off on the reading, however, and back come the quizzes....

This particular section of English 1001C is computer-assisted; some of the reading and much of the writing will be performed on the Gateway computers in CH 340. In this lab we will be using Word 7.0 and Windows 95. During the first week of class you will need to get a formatted 3 1/2" IBM-compatible high-density (HD) disk, upon which you will copy, store information, and write essays. You should also have at least one or two more of these disks to use to back up your work. Bringing your disk to class each day will be as essential as bringing pens, notebooks, etc. to your other classes.
Because there are so many other classes using the computer lab (room 340), we will also be meeting in room 302 (just across the hall) on some days. Here's how I set things up this semester: we will spend two days in 302, then the next two class days in 340, then back to 302 for two days, etc. (This is listed on your syllabus.) I tried to set it up so that we will be in 340 on the days when you are scheduled to work on rough drafts, do peer evaluations, etc.

This semester we will learn basic computer information such as how to use the Word program, how to save or copy assignments and papers, how to convert files, etc. We will also touch on the wonders of the Internet as a research tool. It is important to note, however, that this is, first and foremost, an English course. The computer technology will be an important asset to the course, certainly, but our primary focus will be based on strengthening your writing.

Please be aware that we may encounter occasional unavoidable technology-related problems and as a result may have to make sudden changes in the day's plan or in the syllabus. However, if we are flexible, patient, and willing to listen and ask questions, you'll be amazed at what we can teach each other! (Notice that I said "we"--it's not just "you guys" who have to be like this!)

A few words about computer etiquette: please show respect and do not turn on/work on the computer unless I have said that the class could do so. Do not rush ahead of everyone; and, most emphatically, pornography, game-playing, surfing the Net, catching up on your e-mail, etc. will absolutely not be tolerated while class is in session.

I. NOTE: To pass English 1001C, you must have a grade of A, B, or C at the end of the semester. Anything below constitutes a mark of "NC" ("no credit") and will result in you having to retake the course.

NOTE: An "NC" is not factored into your semester or cumulative GPA. For example, an "A" would count as a 4.0, a "B" as a 3.0, and so on, but an NC would simply show that you took the class but did not pass/did not receive credit.
II. In my class the final grade will be determined like this:

- 20% on quizzes and short homework assignments
- 10% on class participation
- 10% on the punctuation test
- 60% on essays (the first week's diagnostic essay is not graded. The research paper is worth 20%, and the other four essays are 10% each)

III. You will have the option of revising ONE of your first three essays. I will average the grade from the original with the grade on the revision. This new grade will replace the original or first grade. (e.g. if on Essay # 3 you first receive a C, and on the revision you get an A, the final grade for Essay # 3 is a B.)

IV. I use the Standards For Evaluating Themes at Eastern Illinois University, a copy of which will be given to you. We will review and discuss these standards before your first graded essay is due, as well as throughout the semester.

V. You MUST turn in a research paper in order to be considered for a passing or a failing grade. Please understand that simply turning in a research paper does not guarantee a passing grade. Failure to turn in a research paper will automatically result in a grade of NC for the semester.

VI. If you fail to turn in one of the non-research essays and do not have a legitimate excuse, the grade for that assignment will consist of two F's instead of one; I don't think it's fair to give equal grades to someone who at least attempted the assignment but may have had problems, and someone who didn't even bother to make the effort.

ATTENDANCE AND LATE WORK

Attendance and participation are very important; this is not strictly a lecture class. I expect you to be prepared to discuss and question the material covered in class and in your writing and reading. If you are unable to attend class due to illness or other legitimate excuse(e.g. a true emergency, unsafe travel condition for commuters--not those walking from the dorms!--or participation in a recognized University-sponsored activity for which I have been notified in advance), it is your responsibility to contact me about make-up work. If you miss several consecutive classes and I don't hear from you, I have to assume that a) you have fallen off the face of the earth and therefore will receive a failing grade, or b) that you have dropped the class. I will accept late work (homework and
essays) only if you have an excused absence—that is, a legitimate illness or situation such as the aforementioned.

**ATTENDANCE AND LATE WORK cont.**

I do give you the option of turning in ONE non-research essay of your choice one class day late. For example, if the essay is due on Wed. I will accept on Fri. but no later. Other than this one instance, I will not accept late work unless you have an excused absence. Quizzes are given at the start of class, so be on time, as these cannot be made up unless you have the excused absence. Please note that oversleeping and rides going home for the weekend are NOT excused absences!

**CONFERENCES**

Twice this semester there will be mandatory individual conferences during which we'll discuss your writing, progress, grade, etc. They will be held near midterm time and during work on the research paper. We will not meet for class on conference days.

NOTE: I encourage you to schedule an appointment or just stop by my office throughout the semester if you have questions or difficulties with an assignment. You may phone me at home—at a reasonable hour!—if you can't reach me at the office. I truly enjoy getting to know my students.

**ESSAYS**

Essays are to be done on computer. At the start of the semester, you will need to print out a copy of your essay to hand in to me. As the semester progresses, I may grade your essays off disks; stay tuned for announcements. Papers need to be double-spaced with one-inch margins. You will need to include an audience analysis page, as well as a separate title page. Put title in the center of the page; in the lower right corner, put your name, essay number, and date. **Essays are due at the beginning of class.**

**EIU POLICY 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 responsibility to impose upon the guilty student an appropriate penalty, up to and including immediate assignment of a grade of F for the course and to report the incident to the Judicial Affairs Office."
FINAL EXAM
Yahoo! There is no final exam in 1001C! We will not meet for class during finals week.

WRITING CENTER
Occasionally I may refer you to the Writing Center, located at 301 Coleman Hall. The trained English graduate assistants are there to help you--free of charge (who ever said that nothing in life is free?)--with grammar, punctuation, and essay problems. THEY ARE NOT PROOFREADERS.

DOCUMENTED DISABILITIES
If you have a documented disability and wish to receive academic accommodations, please let me know about it; you should also contact the Coordinator of the Office of Student Disability Services (581-6583) as soon as possible.