ENG 1002G-018-042: Composition and Literature

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English 1002G
Spring 2005
Sec. 018 – MWF 10-10:50 a.m. CH 3140
Sec. 042 – MWF 2-2:50 p.m. CH 3140
Three Credit Hours

Office Hours: MW: 11 a.m.-12 p.m., 1-2 p.m., 3-4 p.m.; Fridays, 11 a.m.-12 p.m. and 1-2 p.m., and by appointment.

The plan

The texts
- To be announced.

The course
In English 1002G (Composition and Literature) you will take the next step from 1001G toward developing your writing/reading skills. We’ll read works of literature—poetry, fiction, drama, some essays, perhaps—then, after studying different ways to analyze them, we’ll dig deeper, learn how to talk and write intelligibly about them.

XXX In this course you must take a final exam. XXX

The requirements
- First things first, though. You need to know what I expect from you. You must establish an e-mail account, either through EIU or commercial site such as Yahoo or Hot Mail. So that I have your e-mail on file in my system, everyone MUST e-mail me at cfwe@eiu.edu the first week of class. Include your NAME in the subject box, and it would be helpful, though not required, to include your phone number in the text message. Also in the text box, write what section you’re in. We’ll use e-mail extensively to monitor the progress of your essays. And I want to minimize the paper we pass back and forth. It’s good to for you to utilize technology and get expeditious feedback, good for me because I don’t have to carry around a whole forest’s worth of paper, and good for the environment.

- BUT you must send your papers correctly for this to work. First, as mentioned above, make your name explicitly known in the subject and the body of the message. Next, use Microsoft Word, if at all possible, as your word processing program, and it is possible because the library and Triad have computers available with MSWord installed. Then save your files in either Word’s default format (.doc) or in Rich Text Format (.rtf) if you must use another WP program, which you shouldn’t need to. If you question the
format, look at the suffix of the file. It should read xxxx.rtf or xxxx.doc. I will no longer accept essays pasted into the message window of the e-mail. Doing so wrecks the format of your essay, making it difficult to read. After you’ve saved your paper in the appropriate format, ATTACH it to the e-mail. We’ll discuss this further, but it’s very easy.

Read read read read read write write write write write. Perhaps not your favorite words, not what you wanted but perhaps expected to hear. You must do both to become a competent writer. And in this class those who flex their creative muscle, do the work, and participate in class discussions will be rewarded with good grades.

The grades
You will write five response papers of no more than 300 words each (which equals a typed, double-spaced, 12 point, Times New Roman typeface, page with one-inch margins all round) on selected readings, a four-page midterm paper (may take the form of an essay exam), and a final nine-page research paper. You will also take a final exam, date to be announced.

Point totals: Grades will computed as follows:

- Five response papers = 20 points each for 100 points possible.
- Midterm paper (may take the form of an essay exam) = 100 points
- Final exam—Multiple choice, short answer, true/false, essay = 100 points
- Final paper = eight to nine page research paper = 200 points

<table>
<thead>
<tr>
<th>Course grade %</th>
<th>Assignment grade %</th>
</tr>
</thead>
<tbody>
<tr>
<td>90-100% (of 500)=A</td>
<td>98-100%=A+</td>
</tr>
<tr>
<td>80-89=B</td>
<td>95-97=A</td>
</tr>
<tr>
<td>70-79=C</td>
<td>90-94=A-</td>
</tr>
<tr>
<td>Below 70=NC</td>
<td>87-89=B+</td>
</tr>
<tr>
<td>84-86=B</td>
<td>84-86=B</td>
</tr>
<tr>
<td>80-83=B-</td>
<td>77-79=C+</td>
</tr>
<tr>
<td>74-76=C</td>
<td>74-76=C</td>
</tr>
<tr>
<td>70-73=C-</td>
<td>67-69=D+</td>
</tr>
<tr>
<td>64-66=D</td>
<td>60-63=D-</td>
</tr>
<tr>
<td>Below 59=F</td>
<td></td>
</tr>
</tbody>
</table>

If you receive an NC, you must retake the course!

If you come to class, do the writing and reading, attend conferences, participate in discussions, utilize all resources available to you (e.g., The Writing Center), you should have no problem passing this course with at least a C.

The essays
All essays MUST conform to the MLA format. This means they should be formatted on the page correctly and all conventions must be followed. For example, find out when it’s appropriate to use numerals for numbers and when to spell them out. Know how to format the first page and subsequent pages and how to set up the Works Cited page, and know NOT to use a cover page.
The conferences
You will be required to meet with your classmates and with me. BE THERE.

The class attendance policy
If you miss or come late to class, your grade will take a dive. Don’t crash.

If you miss an in-class assignment or fail to turn in an assignment on time, the only way you can make it up is to present to me an excuse from the university’s Health Service, a physician, or proof that you will or have attended a university-sanctioned event.

The worst thing
Plagiarism. Don’t do it. Why? Because you could get hit with sanctions ranging from a failing grade to expulsion from the university, whose policy reads as follows:

Any teacher who discovers an act of plagiarism—“The appropriation or imitation of language, ideas and/or thoughts of another author, and representation of them as one’s original work” (Random House Dictionary of the English Language)—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, and to report the incident to the Judicial Affairs Office. Respect for the work of others should encompass all formats, including print, electronic, and oral sources.

Don’t do this. Please don’t do this. If you even suspect that you may be on the verge of plagiarism, see me.

Other business
As members of a rapidly developing, hi-tech society, we’ll utilize the ETIC environment every opportunity to learn about how technology can help (or not help) you write and communicate better. One aspect of that will be to use the e-mail to transfer papers as much as possible, while realizing the limitations and glitches that occur in the system.

On disabilities:
If you have a documented disability and wish to receive academic accommodations, please contact the Office of Disability Services (581-6583) as soon as possible.

Should you be in this class?
If you received an NC in 1001G, you must see me after the first class. You must successfully pass 1001G before you enroll in 1002G.
The Electronic Writing Portfolio
You must submit an essay from this or from the previous 1001G class for inclusion into your EWP. This is mandatory. More on this later. I’ll schedule a time to look closer at it later on in the semester.

The structure and function
Loose. That’s how I’ll describe the structure. The function will be to help you learn how to be a better writer. How much you improve will totally depend on how seriously you take the course assignments. If I spot any emerging Hemignways or Kings, I’ll let you know. Most of us—including me—can only hope to become competent scribblers. With the exception of the necessity to schedule enough assignments on which to base your midterm grades, the semester will unfold by the flexible schedule approximately that follows:

January 10 through May 6
• To include an overview of the stuff mentioned above and other pressing matters. Shorter paper and probably at least two of the response papers due. Overview of elements of poetry, short fiction and drama.

Most importantly during this period, we’ll read and DISCUSS works of short fiction, poetry and drama on the following themes (specific assignments to come):
• Literature on
  ○ Home and Family
  ○ Love and its Complications
  ○ The Natural World
  ○ Other Cultures
  ○ Work and Business
  ○ And more ...

January 17 – NO CLASS, MLK Jr.’s birthday
January 28 – FIRST RESPONSE DUE
January 31 – NO CLASS
February 17 – SECOND RESPONSE DUE
February 18 – NO CLASS, Lincoln’s Birthday
February 24 – MIDTERM PROJECT (essay test or paper) due
March 3 – MIDTERM
March 11 – THIRD RESPONSE PAPER DUE
March 14-18 – SPRING BREAK
April 1 – FOURTH RESPONSE PAPER DUE
April 15 – FINAL RESPONSE PAPER DUE
April 18 – FINAL PAPER DUE
April 29 – LAST CLASS DAY
May 2-6 – FINALS WEEK (TIME & DAY OF FINAL EXAM TBA)

If you survived 1001G, you should be able to claim the same of this course. Do the assignments, hand them in on time, attend class regularly, listen closely, participate in discussions and you will succeed. Oh yeah. READ this syllabus.