Spring 1-15-2012

ENG 1002G-025: Composition and Literature

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Composition and Literature
English 1002-025
Course Syllabus
Spring 2012

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| February 9 3210 CH | Lecture / Discussion |  |
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<p>| February 16 3140 CH | ESSAY ASSIGNMENT: Explication Homework: Explication Preliminary |  |</p>
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<td><strong>March 27-29</strong></td>
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<td><strong>March 29</strong></td>
<td>DUE IN CLASS: Revision of Explication</td>
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Date / Room Number | Class Activities / Due Dates | Readings
---|---|---
April 5-12 3721 CH | DUE IN CONFERENCE: First Draft of Research Essay Classes Suspended | 
April 17 3140 CH | Exercises | Little, Brown Handbook: "Using MLA" pp 644-691
April 19 3140 CH | DUE IN CLASS: Second Draft of Research Essay Peer Editing | The Importance of Being Earnest, dir. Oliver Parker
April 24-26 3210 CH | View Film Lecture / Discussion | 
April 26 | DUE IN CLASS: Revision of Research Essay | 
May 2 8:00 p.m.- 10:00 p.m. 3140 CH | Final Examination | 

READING ASSIGNMENTS

We will be using the following texts in this course:


Reading should be done before the class for which it is assigned, and the relevant book(s) brought to class. If you come to class without a book, it is not my responsibility to find you a copy.

WRITING ASSIGNMENTS

Drafts of THREE ESSAYS for discussion in conference with me. You will receive full credit for the drafts if they are typed, substantially complete, and presented to me in our scheduled conference.

Drafts of THREE ESSAYS for peer editing and review. You will receive full credit for the drafts if they are typed, substantially complete, and circulated for peer editing.

THREE REVISIONS, typed double-spaced. I may reject work that doesn’t fit the assigned length or topic. Revisions are graded according to the criteria given in “Guidelines for Evaluating Writing Assignments in EIU’s English Department.”

An EXPLICATION PRELIMINARY. It must be typed double-spaced and will be graded by the same standards as the essays.

Two EXAMINATION ESSAYS, written at your final exam.

MISCELLANEOUS WORK, including group work, writing, exercises, outlines and/or quizzes. Some of these might be assigned on the syllabus, but others will be assigned extemporaneously. My criteria for evaluating this work will vary. Please ask if you have a question about any grade.
Though I hope you work hard, I cannot measure the effort you put into your writing. I can only evaluate results.

I encourage you to use EIU's Writing Center located at 3110 Coleman Hall. This free service provides one-to-one conferences with writing center consultants who can help you with brainstorming, organizing, developing support, and documenting your papers. The writing center is open to help any student from any major at any stage of his or her writing process, and its system of one-to-one conferences demonstrates value and respect for individual writers, all of whom can benefit from feedback about their works in progress. The center is not a proofreading or editing service; however, it is a place where you can learn how to become a more thoughtful, independent, and rhetorically effective writer. To schedule an appointment, you can drop by the center (3110 Coleman Hall) or you can call 581-5929. The writing center is open Monday through Thursday, 9 a.m. to 3 p.m., and 6 p.m. to 9 p.m. On Friday hours of operation are 9 a.m. to 1 p.m.

CONFERENCES

Classes will be suspended to make time for individual conferences focusing on strategies for completing and/or improving each major essay. You receive full credit for your conference draft if it is typed double-spaced and near completion. There is sign-up in class for each set of conferences. It is your responsibility to arrive promptly at the time for which you signed up. Given the number of my students and limits to my time, I cannot always reschedule missed conferences. Therefore, if you cannot keep the appointment, call or e-mail me well ahead of time to reschedule.

PEER EDITING

Three class periods will be devoted to peer editing in which writers comment on drafts of one another’s essays. The purposes of peer editing are to improve your reading skills and help you develop a constructive, analytical approach to the problems and possibilities of revision in your own writing.

To receive full credit for peer editing, you must bring to class a complete typed draft of your essay and work the entire period reading and commenting on the essays of your classmates. Your written comments will be graded on their completeness.

MANUSCRIPT REQUIREMENTS

The presentation of written work does affect its grade. Your work should conform to the following rules:

- **IN-CLASS WRITING** should be neatly handwritten on standard-sized lined paper. When in the computer lab, of course, it should be typed and printed out.

- **DRAFTS** brought for conferences and peer editing should be typed double-spaced on standard-sized paper in black ink. Typing is required to receive full credit for the draft, but do it out of consideration for me and your classmates who will be reading and commenting on your work.

- **REVISIONS** must be typed double-spaced on standard-sized paper in black ink. Any revision that comes to me not typed will be returned unread. I will consider it late unless a typed copy is submitted the same day. On the first page type your name, the course number and section, the instructor’s name, and the date. Conference and peer-editing drafts and peer critiques of the essay should accompany the revision. If the assignment entailed research, copies of all sources not in the course texts should also be included. **Place the work in a letter-sized folder with your name and course section written on the tab.**

  - Don’t forget to title **REVISIONS**.

  - Copy should have adequate margins on all four sides. Pages should be numbered.

  - Fold all in-class assignments lengthways so that your name, the course number and section, the instructor’s name, and date appear on the outside.

You are responsible for all errors whether or not you type the manuscript yourself, so proofread carefully. Corrections in ink are expected, but copy should not be so riddled with scratched-out errors or squeezed-in insertions that it is difficult to read.
LATE ASSIGNMENTS AND MAKE-UPS

You may be excused from class work only if I or another member of the faculty authorizes your absence. I may require documentation of illnesses, emergencies, or other excuses for missed work.

I accept late revisions, but there is a penalty unless you have an excused absence. Your grade loses five (5) points for every class day the essay is late. That’s 10 points (or one letter grade) per week. Late make-ups for peer editing are not possible although peer editing may be done outside class in special circumstances with my prior permission. Miscellaneous exercises receive half credit if handed in late.

I will make every effort to reschedule conferences and may waive or reduce penalties in exceptional circumstances — such as the writer’s extended and incapacitating illness — but not because of fraternity or sorority activities, vacation arrangements, sports events, etc. You may be excused from handing in a first draft or attending peer-editing sessions only for similar compelling reasons.

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.

PLAGIARISM

The English Department has a 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” (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 assigned essay and a grade of F for the course, and to report the incident to the Judicial Affairs Office.

I will impose the severest penalty in a case of deliberate plagiarism. I routinely check sources before grading an essay. This is not an accusation of plagiarism; I just want to make sure you know what you’re doing.

GRADES

Please don’t hesitate to ask questions about your grade. I use a numerical scale corresponding to letter grades as follows:

100 – 90 A
89 – 80 B
79 – 70 C
69 – 60 D
59 – 1 F

Your overall grade for the course is determined as follows:

• REVISIONS of the first two major essays count for 15% apiece; the revision of the third major essay counts for 20%. Total for essay revisions: 50%.
• The FINAL EXAM ESSAYS count for 15%
• The EXPLICATION PRELIMINARY counts for 5%.
• Each CONFERENCE DRAFT and PEER EDITING DRAFT counts for 1% of the final grade, 6% altogether.
• The written comments from PEER EDITING SESSIONS count for 3% for each session, a total of 9% of your final grade.
• MISCELLANEOUS WORK counts for the remaining 15%.

STUDENTS WHOSE OVERALL GRADE AVERAGES D OR F WILL RECEIVE NC (no credit) ON THEIR FINAL GRADE REPORT. THOUGH THEY MUST REPEAT THE COURSE THE NC WILL NOT AFFECT THEIR GRADE-POINT AVERAGE.