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ENG 3001-004

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Syllabus
English 3001.004

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Fall 2000  Coleman 302/303  Home Phone: 345-7983
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Overview:

The catalogue describes Advanced Composition as the "advanced application of the principles of expository writing." The course also should give you experience with the writing and research skills used by professionals in your field. You will apply those skills to specific writing situations and experiences throughout the semester. To succeed in this course, you must be willing to work without constant teacher intervention. You will work independently on individualized and group projects and problem solving, and make continual self-assessments as you go. You will develop the following skills (plus) this semester:

1. how to give and how to receive constructive criticism to improve your writing,
2. how to work independently and in groups to meet a deadline,
3. how to employ research processes effectively, and
4. how to revise in order to improve effectiveness of your writing.

Please note: This section of English 3001 meets in one of the ETICs (computer labs). This means we will meet every other week of class in Coleman 302 (the lab). We will meet in Coleman 303 during the alternate week.

Texts and Materials:

A College level dictionary
Writing Online, Crump
Pocket Style Manual, Hacker
Successful Writing, 4th ed. Hairston

Student Course Responsibilities:
You are expected to

keep up with a schedule of due dates, organizing your time wisely in order to do so.
read the texts, read journals in your field, conduct interviews and other research for your projects, read your classmates' work and consult with them on ways to improve the effectiveness of their project as a way to think through issues in your own work.

keep careful track of all your work during the semester, and of all the responses you receive (from me and from other students) in regard to your work. You will submit drafts along with revisions and will need to preserve all writing stages.
Classroom Policies:

Due Dates: Work is due on the dates assigned, within the first five minutes of the period or before. Late assignments will not be accepted unless prior arrangements have been made or there is a documented emergency. All assigned work must be completed in order to pass the course.

Submission of Assignments: All assignments (unless otherwise noted) will be word-processed, double-spaced, with one-inch margins. You should produce only professional-quality documents.

Attendance: Because so much work and conferencing occurs in class, attendance is mandatory. If you have more than two (2) unexcused absences this semester, your course grade will drop a half letter grade for each absence beyond two. 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.

Conferences: We will meet in conference often during the semester as noted on the calendar. Attendance at conferences follows the same policy as class attendance. If you come to conference without required material, you will be counted absent. If you miss a conference, you will be counted absent for each class period for which conferences were scheduled for the week.

Plagiarism: The English Department policy on plagiarism states that "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."

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 Requirements and Grading Policies: You will work on three (3) major projects this semester, which will include seven (7) papers altogether. Project 1 results in a 4-5 page paper, Project 2 results in two 4-5 page papers, while Project 3 leads to four papers, two of which are collaborative. Project 3 is a collaborative, team project. Additionally, you will write reviews of classmates' drafts.

Project 1: Summary and Critique 20%
Project 2: Literature Review and Argument 30%
Project 3: Annotated Bib/Argument/Negotiation/Evaluation 40%
Self, Peer, Group Assessments; In-class writing and quizzes 10%

90%="A" cut-off, 80% = "B" cut-off, 70% = "C" cut-off, 60% = "D"
Tentative Class Schedule (Subject to Change)

August
T: 22 (303) First day of classes; intro to Course; Read Hairston, chs. 1, 2 for Thursday
R: 24 Review Hairston 1, 2; Intro Paper I (Summary/Critique). Read chs. 3-5 for Tuesday. Bring in journal in discipline Tuesday, as well.
T: 29 (302) Intro to Etic and Eudora Mail. Review Hairston 3-5; Discuss Paper I.
R: 31 Work on notes and draft for Paper I. Bring in Summary and criteria for evaluation for Tuesday. Read ch. 6, Hairston, for Tuesday.

September
T:  5 (303) Discuss Hairston; Brainstorm ways to approach summary/critique with criteria for evaluation. Draft due on Thursday.
R:  7 Peer Review drafts of Summary/Critique (Paper I) Revise drafts for conferences.
T: 12 (302) Conferences for Paper I. Final due on Tuesday, Tuesday, September 19.
R: 14 Library Instruction
T: 19 (303) Paper I due. Introduce Paper II, the literature review. Read Hacker, “Researched Writing” and “Documentation” for Thursday. Bring in journals from your discipline on Thursday.
R: 21 Go over Hacker. Discuss Paper II. Choose topic using journals from discipline. Read Hairston, chs. 7 and 8 and Crump chs. 14 and 15 for Tuesday.
T: 26 (302) Go over Hairston and Crump. Read Hairston ch. 11 for Thursday. Bring in 10 articles on topic for Thursday.
R: 28 Work in groups by discipline organizing articles on topic into categories. Draft of Paper II due on Tuesday.

October
T:  3 (303) Peer Review Paper II. Use Hacker, Crump, and Hairston for Revision.
R:  5 Conferences in my office, no class.
T: 10 (302) Paper II due. Introduce Paper III, the argument

T: 17 (303)  Review MLA and APA; Peer Review Paper III.

R: 19  Conferences in my office, no class.

T: 24 (302)  Paper III due. Introduce Papers IV-VII, the collaborative project. Form teams according to major. Read Hairston, ch. 12 for Thursday.

R: 26  Discuss Hairston. Discuss Joint Annotated Bibliography. Brainstorm topics for bib, arguments, and negotiation. Bring in Articles for bib Tuesday.

T: 31 (303)  Practice writing annotations using articles for bib.

November

R: 2  No class, work on annotated bibs. Annotated bib drafts due Tuesday.

T: 7 (302)  Combine annotated bibs and peer review and in-class conference them.

R: 9  Begin drafting arguments using research you’ve gathered together and hand-outs for strategies.


R: 16  Conferences in my office, no class. In pairs, bring in completed arguments and revised annotated bibliographies. Begin negotiations.

T: 21  No Classes—Thanksgiving Break

R: 23  No Classes—Thanksgiving Break


R: 30  No class—work on your projects. You can use the lab during class time.

December

T: 5 (303)  Collaborative Project due! Course and Etic evaluations.

R: 7  Collaborative projects returned.
There will be no final exam in this class