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ENG 3001-003

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Syllabus
English 3001.003

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Spring 2003, T/R 12:30-1:45 in CH 3120/3130

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 3120 (the lab). We will meet in Coleman 3130 during the alternate week.

Texts and Materials:

A College level dictionary of your own
Writing Online, Crump
Pocket Style Manual, Hacker

An email account (and EIU for EWP Submissions)
3.5" hd disks (IBM)
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"

Electronic Writing Portfolio: Because this is a 3000 level Writing Centered Course, you may submit an essay from this class to your electronic writing portfolio. I will distribute brochures regarding the submission process. Please note: You should submit your document before April 15.
Tentative Course Calendar, Subject to Change

January

14 Introduction to the course. Read Hairston Chapters 1 and 2 for Thursday
16 Introduction to ETIC and Project I. Read Hairston Chapters 3-5 and bring in a journal in your field for Tuesday
21 Discuss Project I and Hairston. Brainstorm audience ideas in groups with journals
23 Work on Notes and draft for project I. Bring in initial audience and evaluation ideas and read Hairston, chapter 5 for Tuesday.
28 Work on drafts in class (Hairston)
30 Work in groups peer reviewing ideas. Project I draft due on Tuesday.

February

4 Peer Review drafts—bring in two copies (one for me)
6 Conferences in my office
11 **Project I Due!** Introduce and discuss Project 2. Read Hacker “Researched Writing” and “Documentation” for Thursday. Bring in journal from project I.
13 Discuss Project I and Hacker. Discuss Topic choice. Read Hairston chapters 7 and 8 for Tuesday.
18 Go over Hairston and work on Project II. Read Hairston chapter 11 for Thursday and Bring in your topic!
20 Library work and instruction.
25 Go over Hairston and Project II. Read chapters 1 and 4 Online! For Thursday.
27 Work in Groups according to your major. Discuss Project II and complete draft for Tuesday.

March

4 Peer Review Project II
6 Conference Project II
11 and 13 **No Classes—Spring Break**
18 **Project II due!** Introduce Project III, the Collaborative Project. Read Hairston, Chapter 12 for Thursday and choose a partner for Project III.
20 Go over Hairston. Discuss Annotated Bibliographies and Argument and Negotiation Strategies.

April

1
3
8
10
15
17
22 Draft of Project III due.
24 Conferencing for Project III
29 Project III due!
May 1 Maybe Project III returned. ETIC Evaluations.

There will be no final exam in this class.