

# Syllabus for ENG 100-93

## Introduction to College Writing

(Corla Dawson)

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Missouri Western State College, Division of Liberal Arts and Sciences

Department of English, Foreign Languages, and Journalism

English 100-90/91/92/93: Introduction to College Writing

5:00-6:20 p.m. Monday/Wednesday

Writer's Workshop: 4:00-4:50 p.m.; 6:30-7:20 p.m. Monday/Wednesday

Spring 2000

Teacher: Corla Dawson

Office: LRC 213 (Center for Academic Support)

Phone: 271-4531; 387-8651 (home-after 6:00 a.m. and before 9:00 p.m.)

Office Hours: by appointment

E-mail: dawson@griffon.mwsc.edu

### Attendance Policy:

This class has a very strict attendance policy in Writer's Workshops as well as in class. If you miss five class periods or five Writer's Workshops, you will receive an F in the class. Ordinarily, there are no exceptions and no "makeups" for this attendance requirement. If you know of any circumstances likely to make this policy difficult for you this semester, you may wish to consult with your advisor to review your options.

### Required Texts and Course Materials:

Cavitch, David, ed. Life Studies: An Analytic Reader. 6th ed. Boston: Bedford, 1998.

English 100 Writer's Workshops. Spring 2000 ed.

Disk storage box

Photocopies for group work

### Course Goals and Class Assignments:

#### Reading Goals:

At the completion of ENG 100 students should be able to

- Read actively for greater understanding;

- Use reading to improve their writing by drawing ideas and information from written material;
- Use texts to understand their own and others' experiences;
- Read writing assignments effectively as a guide to creating better papers;
- Recognize good writing by actively reading good prose.

#### Writing Goals:

At the completion of ENG 100 students should be able to

- Move from writing only to express themselves to writing for readers;
- Write at greater length more easily, more quickly, and more usefully;
- Structure their writing to fit the assignment, purpose, and audience;
- Develop their ideas and concepts with specific details, examples, and explanations;
- Use effective planning, invention, revision, and editing to complete successful writing tasks.

#### General Studies Goals:

- Think critically and reason analytically;
- Write and speak clearly and effectively;
- Gain a greater awareness of the present through an understanding of other cultures and times;
- Understand and appreciate moral values and ethical choices;
- Understand and enjoy aesthetic experiences and share in related creative activities.

#### Attendance and Promptness:

If you miss a class session, you are responsible for all material covered and assignments given during your absence. All out-of-class assignments are due at the beginning of the class period. No late assignments will be accepted unless you have received prior permission from your teacher. This class has a very strict attendance policy in Writer's Workshops as well as class. If you miss five class periods or five Writer's Workshops, you will receive an F in the class. Students must be in class at the start of the class hour to earn attendance and participation grades.

#### Grading Policy:

Your grade will be determined on the basis of your progress as a writer, the writings you submit, and your class participation over the course of the semester. The components of your grade in the course are:

**Writing.** You will complete four major writing tasks that will be graded by your teacher. A student who does not turn in responses to all four tasks will not pass the course even if the grades achieved in the other writing tasks are satisfactory. Quiz scores will be figured into each paper grade.

**Progress as a writer.** Your progress as a writer will be assessed through an end-of-semester portfolio in which you must put your revised responses to the writing tasks. Your portfolio must receive an "acceptable" evaluation in order for you to pass ENG 100.

Writer's Workshop. Throughout the course of the semester, you will attend the twice-a-week, small group Writer's Workshops (listed as "labs" in the class schedule). Some of your Writer's Workshop materials may be used in class, and some of your class papers will be critiqued and proofread in Writer's Workshops. At the end of the semester, you will turn in selected writings from Writer's Workshop to your teacher. You must submit these materials in order to pass ENG 100.

Recommended Due Dates for Formal Writing Assignments:

Task One:            Wednesday, February 9  
Task Two:            Wednesday, March 8  
Task Three:         Wednesday, April 5  
Task Four:          Monday, May 1

Student Disability:

Any student in this course who has a disability that prevents the fullest expressions of abilities should contact Missouri Western's special needs coordinator, Lois Fox, for possible certification of special needs and expert recommendations for assistance. You should also contact the teacher personally as soon as possible so that the two of you can discuss class requirements.

Academic Honesty Policy:

You will receive a grade of F for any paper that shows evidence of cheating and/or plagiarism. You have the burden of proving that a paper showing evidence of cheating or plagiarism has in fact been written by you. You should keep thorough evidence of your writing processes for all papers so that you can meet this burden of proof. Stronger evidence proving plagiarism may lead to further penalties. Please note carefully the statement on plagiarism on the departmental website, found at <http://www.missouriwestern.edu/EFLJ/plagiarism.asp> .