

Missouri Western State College
Division of Liberal Arts and Sciences
Department of English, Foreign Languages, and Journalism
English 108-90: College Writing and Research
Fall 2001

Instructor: Patricia Smith Home Phone: 816-324-3560

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Office Hours: By Appointment

Class: 6:30-9:20pm Mondays, JGM 105

Required Materials:

Axelrod, Rise B. and Charles R. Cooper. The St. Martin's Guide to Writing. 6th edition. Boston: Bedford/St. Martin's, 2001.

Companion texts:

Who Are We? Readings on Identity, Community, Work, and Career and

Sticks and Stones and Other Student Essays (same editors and publisher as above).

Recommended Materials:

A reliable handbook (New Century Handbook is the MWSC EFLJ choice).

A good college dictionary and thesaurus.

Course Description and Goals: Please see the following internet site:

<http://www.missouriwestern.edu/eflj/eng108.asp>

Attendance: Each Monday class represents one week of the semester or three class sessions. A single absence, therefore, constitutes missing one week of classes. Multiple absences will lower your grade. The third absence will result in an automatic "F."

Projects: Each student will be required to complete four projects in this class. It is an English Department requirement that the drafts of all essays be word-processed. For students without access to a word processor, MWSC has several computer labs on campus. Regardless of the computer used, saving each assignment on disk is essential since revisions will be made. Technical problems do not constitute a legitimate excuse for late work or unacceptable format.

Final drafts are to be submitted in a two-pocket folder, containing all pre-writing activities for the assignment. No credit will be given unless all documents are submitted with the final draft.

Revisions: Each student is afforded the opportunity to revise and resubmit any of the Research Projects. These revisions must be resubmitted the following class period. The final grade will be a composite grade based on the revision process.

Research projects receiving a grade below a C are unacceptable. A student receiving a grade below a C should schedule a conference to discuss the paper and to work out a revision plan leading to the re-submission of the essay.

Format: All papers submitted for credit are to be doubled spaced with one-inch margins. A heading in the upper left corner should include: student name, class, assignment description, and date of submission. Page numbers should be centered at the bottom of each page. To avoid lost papers being separated, a single staple in the upper left corner is sufficient.

Assignments: Students are advised to keep all materials and papers together in an organized fashion until the final grade for this class has been assigned. It will be the responsibility of the student to produce the material in question, in the event of a disputed grade.

Quizzes: Quizzes, given during the beginning of the class session, will cover the work assigned for that class period. There will be no opportunity to make up quizzes.

Late Work: Assignments are due at the beginning of the class period unless otherwise specified. Work not in on time will be penalized two letter grades. Work not turned in by the following class period will not be accepted.

Academic Honesty: Cheating, plagiarism, and knowingly furnishing false information in either the classroom or on paper constitute a violation of the Academic Honesty Policy as stated in the [MWSC Student Handbook](#). Violations of this policy are grounds for a failing grade for the course and referral to the English Department Chair and the Dean of Students.

Disabled Student Policy: Any student enrolled in this course who has a disability that prevents the fullest expression of his or her potential to succeed in this course must notify me in writing as soon as possible so we may discuss the course requirements and options available.

Center for Academic Support: The Center for Academic Support provides trained tutors for students requiring additional reading and writing instruction. There is no cost to the ENG 108 student for using these services. The Center can be of assistance to the student in the following areas: proofreading a draft for mechanical correctness, writing a thesis statement, organizing ideas, and structuring ideas into an essay form. You are encouraged to make use of these services throughout this course.

Grading: The assignments for this semester include:

4 Research Projects

Quizzes /In-class writings

Class work

Scores on these assignments will be tallied at the end of the course. Final grades will be based on the following scale:

A 90-100%

B 80-89%

C 70-79%

D 60-69%

F Below 60%

Students must complete ALL assignments in order to pass the class.

Four Major Research Assignments for ENG 108:

- 1--Family Research
- 2--Field Research Field Research
- 3--Annotated Bibliography
- 4--Research Paper

Aug. 20 Introduction of materials; distribute syllabus and discuss and assign Research Project #1.

Narratives are covered in Chapters 2 (25-76) and Chapter 3 (79-127) of the text. Students are advised to at least peruse EBSCOhost articles under "ORAL HISTORIES" and other search engines for more exposure to family histories. Refer to Chapter 21, "Library and Internet Research," (655-692). Bring family snapshot to next class.

Aug. 27 Prospectus for Research Project #1 (Family Paper) due. Discuss ideas and possible difficulties. Review Chapter 22 (693-702) in class.

Assignment: Read Chapt. 11, "A Catalog of Invention Strategies," (515-527) and be prepared to discuss concepts during next class period. Bring a copy of SHORT article (student's field of interest).

Sept. 3 NO CLASS

Sept. 10 Have working copy of Research Project #1 in class. Discuss particulars.

Discuss invention strategies in Chapt. 11. Work on articles.

Assignment: Read Chapter 12, "A Catalog of Reading Strategies," (529-554) and be prepared to discuss concepts for next class period.

Sept. 17 Research Project #1 (Family Research) due. Discuss reading strategies (Chapter 12). Work in class on different techniques. Discuss Research Project #2 (field research). Consider areas and ideas to research.

Assignment: Read Chapter 20, "Field Research," (641-654) and be ready to discuss for next class. Have topic proposal for Field Research project ready in MEMO form.

Sept. 24 Review ideas for field research. Consider (in class) the proposed topics. Discuss possible strategies for effective research.

Oct. 1 Topic for Research Project #4 (Research Paper) due.

Oct. 8 NO CLASS

Oct. 15 (Mid-term) Research Project #2 (Field Research) due. Present ideas for Anotated Bib.

Discuss specific requirements and problems with documentation. Work on examples.

Assignment: Send e-mail message with topic for Annotated Bib. before next class period.

Oct. 22 Work in class on research efforts.

Oct. 29 Research Project #3 (Annotated Bibliography) due. Continue working in class on details of research.

Assignment: Investigate job market. Choose a position you would like to apply for. Bring a copy of the job listing, your cover letter, and a copy of your resume to next class.

Nov. 5 Turn in letter assignment. Update on Annotated Bib. Work on research ideas and write in class.

Nov. 12 Bibliography for Research Paper due.

Nov. 19 Working copy of research paper due in class.

Nov. 26 Research Project #4 (Research Paper) due.

Dec. 3 FINAL CLASS--Final Exam??