

Missouri Western State College, Division of Liberal Arts and Sciences
Department of English, Foreign Languages, and Journalism
English 100-06: Introduction to College Writing
Fall 2002

Teacher:	Roger Kirschbaum	Class:	9:30 a.m. to 10:50 a.m TTh
Office:	SS/C 222-T	Writer's Workshop:	12:30-1:20 T or Th
Phone:	238-0682	Workshop Classroom:	JGM 109 or 120
E-mail:	krkjpoet@aol.com	Office Hours:	TTh 12:30 to 1:30 p.m.

Attendance Policy:

This class has a very strict attendance policy in Writer's Workshops as well as in class. If you miss seven class periods or four Writer's Workshops, you will receive an F in the class. If you miss more than three class periods your grade will begin to reflect this. 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.

If you miss a class session, you are responsible for all material covered and assignments given during your absence. No late assignments will be accepted unless you have received prior permission.

Required Texts and Course Materials:

- Dietsch, Betty. *Reasoning and Writing Well*. 3rd edition. Mountain View, CA: Mayfield, 2000.
- *English 100 Writer's Workshops*. Fall 2002 ed.
- 3-1/2" floppy disks and a disk storage box
- Photocopies for group work as requested

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 easily from writing for self-expression 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;
- Craft more effective and polished sentences and paragraphs;
- Use effective planning, invention, revision, and editing to complete successful writing tasks.

General Studies Goals:

In ENG 100 students should improve their ability to

- 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.

Civility and Cooperation:

Missouri Western requires all students to help us maintain good conditions for teaching and learning. All students will treat their classmates, teachers, and student assistants with civility and respect, both inside and outside the classroom. Students who violate this policy may, among other penalties, be counted absent and asked to leave. You should review your Missouri Western student handbook for further information.

General 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.

Writer’s Workshop. Throughout the course of the semester, you will attend the 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. I might also consider your Writer's Workshop participation as part of your grade.

Grading Requirements and Evaluations:

All graded materials will receive scores in points. The point scale will become letter grades according to the following percentages. 90-100% = A 80-90% = B 70-80% = C 60-70% = D	<u>% of final grade per task:</u>	
	Task One paper: Task Two paper: Task Three paper: Task Four paper: Participation: Final Exam:	20% 20% 20% 20% 10% 10%

Task Papers

Task papers will be evaluated according to the criteria discussed in their assignment descriptions.

Participation

I will keep daily ratings for participation, including but not nearly limited to your quiz grades. I will report your current standing along with all evaluations of finished Task Papers. I will also review your Writer's Workshop materials before mid-terms and at the end of the semester to figure your final participation grade.

Final Exam

Your exam will have two parts. In the first part, you will demonstrate your ability to write in response to a prompt. In the second part, you will need to answer questions about writing like the ones that will be on your quizzes.

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>

Schedule:

Whenever you are asked to **bring** anything, you should have with you a version that you would be willing to have marked up or handed in for review. Make a photocopy or print an extra copy if you want a clean version for yourself. Whenever you are asked to **read** something, the assignment is to be read by the start of class. There will be quizzes, both announced and unannounced. Unless another source is mentioned, all reading assignments are in *Reasoning and Writing Well*, your main textbook.

8/20	Introductions! We will get started on the Task One paper
8/22	Read pp. 3-8. We will review the standards for this class. Continue Task One.
8/24	Read pp. 10-21. Bring first writings and work on discovering new ideas for best.
8/27	Read pp. 22-39. Bring full Task One drafts for beginning revision.
8/29	We will conduct peer review sessions for improving your Task One drafts
8/31	Bring your latest Task One draft. We will preview chapters 10-13 and assign readings
9/3	NO CLASS: Labor Day
9/5	Read one chapter (10-13). You will report on applications to your Task One draft
9/7	Task One paper due. Evaluations and reflections will be written in class.
9/10	We will get started on the Task Two paper and preview chapters 14-17
9/12	Workshop on making connections among topics and ideas
9/14	Read pp. 625-27, 647-49, & 665-67. We will assign readings in chapters 14-17
9/17	Read one chapter (14-17). You will discuss applying your readings to your drafts
9/19	Bring 3 copies of full (2 pages or more) drafts of the Task Two paper for peer review
9/21	Read pp. 86-99. Bring Task Two papers (if I don't have them) for revisions
9/24	Read pp. 491-501. We will take an ungraded in-class essay exam
9/26	I will return the exam and review grading. Bring Task Two drafts for in-class work.
9/28	Task Two paper due. Evaluations and reflections will be written in class.
10/1	We will get started on Task Three.
10/3	Read pp. 317-22. We will discuss connections between research and writing.
10/5	Read pp. 323-28 (to "Surveys"). We will work together on observations and

	interviews
10/8	NO CLASS: Columbus Day
10/10	Bring your Task Three proposal. Read pp.333-44. We will discuss the proposals.
10/12	Read pp. 405-20. We will review the format of the formal research paper.
10/15	Skim pp.345-64 and read as needed. Meet at LRC (library) for information session
10/17	Meet at LRC (library) for free-form work session
10/19	Meet at LRC (library) for free-form work session
10/22	Read pp. 101-114. Bring a draft of Task Three for editing work and a copy for review.
10/24	Read pp. 41-56. Bring your best draft of Task Three for in-class editing work.
10/26	Task Three paper due. (Last day to drop classes)
10/29	We will get started on Task Four.
10/31	Read pp. 73-83. We will discuss audience, voice, and "genre"
11/2	Bring your graded Task One and Task Two papers for a revision workshop.
11/5	Read pp. 59-70. Bring your graded Task Three paper for a revision workshop
11/7	Students' choice of activities
11/9	Students' choice of activities
11/12	Teacher's choice of activities
11/14	Task Four paper due
11/16	We will get started on putting together portfolios and reviewing the grading criteria.
11/19	Work on putting together portfolios.
11/21	NO CLASS; Thanksgiving Vacation Begins
11/23	NO CLASS: Thanksgiving Vacation
11/26	Prepare for writing portion of final exam.
11/28	Prepare for knowledge portion of final exam.
11/30	Final portfolio due.
Final Exam:	