

English 104: College Writing and Rhetoric Syllabus
Spring 2005
Sections 05 (9:30-10:50), 09 (11:00-12:20)
SS/C 223, JGM 109
Tuesday & Thursday

Instructor: Teena Sims
Office: SS/C 222, office T, phone #271-4239
Office hours: T/Th. 12:30-1:30, or other arrangements
Email: tsims@missouriwestern.edu

Required text and materials:

Axelrod, Rise B. and Cooper, Charles R., 'The St. Martin's Guide to Writing'. BRING TO EVERY CLASS. One spiral and one pocket folder, +++.

Objectives: <http://www.missouriwestern.edu/eflj/eng104.asp#Objectives>

Grading:

Four formal essays (including prewriting , rough drafts, etc.)	80%
Final test	04%
Oral presentations	04%
Class participation	04%
Homework, quizzes	08%

Late Work:

Late formal essays must have prior approval. The student must arrange delivery of the essay to the instructor.
All other homework must be ready for submission at the beginning of class.

Otherwise, it may be handed in at the beginning of the next class and is subject to a grade reduction.

When the student is absent, work may be made up and handed in at the beginning of the next class.

Any quiz make-up must be arranged.

Neither oral presentations or the final exam may be made up without sufficient reason for the absence(s).

Attendance:

More than five absences results in automatic failure of the course.

Three tardies count as one absence. (continued second page)

Students who sleep, or appear to sleep, or engage in activities other than those conducted by the instructor during class will be counted absent for that day.

Cheating/Plagiarism:

Automatic failure of the course.

Final Exam:

To be announced. Exam week is May, 4-10.

Formal Papers:

Absolutely NO handwritten papers.

Miscellaneous:

Any student with a disability that requires special consideration must contact me as soon as possible.

Class Agenda

Key: AWS represents Analyzing Writing Strategies (homework FYI)

1/18 Go over syllabus

1/20 Ch. 1 intro. and discussion

1/25 Cont. Ch. 1 intro. and discussion

1/27 Discuss Ch. 2 readings; remembered event prewriting

2-1 Cont. Ch. 2; remembered event planning and drafting

2/3 'The St. Martin's Guide to Writing' software presentation

2/8 TBA; peer editing of remembered event rough draft

2/10 Essay #1 due; post –chapter 2 activities

2/15 Discuss Ch. 3; remembered person prewriting

2/17 Cont. Ch. 3; remembered person planning and drafting

2/22 TBA; peer editing of remembered person rough draft

2/24 Essay #2 due; post-Ch. 3 activities

3/1 Preparation for oral presentations based on essay #1 or #2

3/3 Oral presentations

3/8 Oral presentations

3/10 TBA

3/13-20 SPRING BREAK

3/22 Discuss Ch. 6 readings; argued position prewriting

3/23 FYI: Mid-term grades due for instructors

3/24 Cont. Ch. 6; argued position planning and drafting

3/29 TBA; peer editing of argued position rough draft

3/31 Essay #3 due; post-Ch. 6 activities

4/05 Discuss Ch. 7 paper; proposing a solution- research requirements

4/07 Research

4/12 Research

4/14 Cont. Ch. 7;proposing a solution planning and drafting

4/19 TBA; peer editing of proposing a solution rough draft

4/21 Essay #4 due; post-Ch. 7 activities

4/26 TBA

4/28 TBA

Final Exam: 5/4-10. Specific date and location will be given by 4/26.

