

**Department of English, Foreign Language, and Journalism**  
**English 104 MWF**  
**Mark C. Hoven JGM 120**  
**Office hours: MWF 10:00-12:00 and by appointment**

**Required Text:**

*Robert Atwan, Ten on Ten.*

*Jon Krakauer, Eiger Dreams: Ventures Among Men and Mountains*

*You will also need:*

*Separate Notebook for Journal*

**Course Objectives:**

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

The course objectives for English 104 are outlined at: <http://www2.mwsc.edu/eflj/eng104.html#Institutional>. I strongly recommend that students review these course objectives in addition to my going over them the first day of class.

**Requirements**

1. Computer Literacy. You must use computer word processing for all of your writing for this course.
2. Paper Formatting.
  - Margins: 1 inch all around
  - Font: Times, Times Roman, or comparable
  - Type size: 12 pt.
  - Spacing: Double spaced (24 pt.)
  - Paragraph indents: 1/2 inch
3. Assignments. All assignments must be submitted in person at the beginning of the class period on the date due.
  - > Reading: Assigned readings must be completed before the class meeting when the material will be discussed.

**Paper #1: Personal Essay**

**Paper #2: Comparison/contrast essay**

**Paper #3: Solution essay**

**Paper #4: Position essay**

**Your four portfolios are each worth 25% of your final grade.**

**NOTE: I will bring portfolios to class once to hand them back. If you're not in class to receive your portfolio, you need to come to my office to pick it up.**

**Final Exam Period:**

**You MUST attend the final exam period to pass the class. It is college policy that we meet during the final exam period. I will hand back your fourth portfolio and give you your final grade at that time. If you do not attend the final exam meeting, you will fail the class**

**In class writing/portfolio policy:**

You will write something in class almost every day. I say almost, because sometimes peer reviews or class discussion

will take up all of our class time. You cannot make up the in class writings. Each day's assignment must be dated. Individual assignments will not be graded; instead, you will be graded on your portfolio performance as a whole. All rough drafts **must be** word-processed. On portfolio due dates, I will collect your completed portfolio. You will receive a typed evaluation of the in class work in the portfolio, as well as an evaluation of the process and final draft of your paper.

## **Policies**

1. Grading. Your course grade will be determined by your performance in the assignments above. No extra credit or bonus points are available. Assignments that are not submitted by deadline will not be accepted for grading unless I determine that extenuating circumstances should allow you to do so. Points awarded for assignments are converted to letter grades as follows: 90-100% = A, 80-89% = B, 70-79% = C, 60-69% = D, Below 60% = F.

2. Attendance. You are expected to attend every class meeting. Absences do not allow you to skip assignments made during your absence or to submit work past deadline. In the event of planned absences that cannot be avoided, you must notify me in advance so that we might discuss what you need to do to remain current in your course responsibilities.

**IMPORTANT: Each six absences will lower your semester grade by one letter.**

3. Academic Honesty. You are expected to do your own writing for this course. Submitting someone else's work (including plagiarism through misleading documentation) will earn a zero for the course grade. Serious infractions may be turned over to the dean of students for disciplinary action.

**IMPORTANT: Let there be no mistake. If you cheat, you will flunk.**

4. Disabled Students. If you are disabled, whether the disability is apparent or not, and concerned that your disability may interfere with your completion of course requirements above, please notify me during the first week of classes so that we might discuss appropriate alternatives.

Contact Info:

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