

English 100-20: Introduction to College Writing

5:00 – 6:20 p.m. MW Murphy Hall 104; Writer’s Workshop 6:30 – 7:20 M or W Eder 222 U or V

Fall 2006

Teacher: Corla Dawson
Office: Center for Academic Support (Hearnes 213)
Phone: 271-4531
Office Hours: By appointment
E-mail: dawson@missouriwestern.edu

Attendance Policy:

In order to improve student learning and to achieve compliance with federal financial aid policies, Western has a mandatory attendance policy for all 100-level courses. This course has a very strict attendance policy in class as well as in Writer’s Workshops. If you miss five class periods or four Writer’s Workshops, you will receive an F in the class. A student will be given an excused absence when acting as an official representative of the university, provided the student gives prior written verification from the faculty/staff supervisor of the event; however, there are no other excused absences, exceptions, or make-ups for this attendance requirement. Furthermore, the maximum number of absences allowed before the midterm report, October 18, for this class is three. Thus, when you have four absences, you will be reported to the Registrar’s Office, who will automatically withdraw you from the class. The Financial Aid Office will reduce financial aid as appropriate. Habitual tardiness or leaving early can also result in absences. If you know of any circumstances likely to make this attendance policy difficult for you this semester, you should consult with your advisor and your teacher to review your options.

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. If assignments are not submitted at the beginning of class the day they are due, they are considered a day late. Late submissions will be subject to a grade deduction (ten percentage points per day late).

Required Texts and Course Materials:

Introduction to College Writing: English 100, 3rd edition
A Troubleshooting Guide: Strategies and Process, 4th edition
All Over but the Shoutin’ by Rick Bragg
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 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.

Before entering the classroom, make sure your cell phone and all other electronic equipment are set so that they do not ring during class. If your cell phone or other electronic equipment goes off during class, you will be asked to leave and counted absent. Classes are an hour and 20 minutes in length, and unless there is an emergency, you are expected to remain in class the entire time. Sleeping or working on anything other than English 100 activities during this class period will result in an absence for the day.

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 following are components of your grade in the course:

Writing. You will complete four major writing tasks that will be graded. A student who does not turn in complete responses to all four tasks will not pass the course even if the grades achieved in the other writing tasks are satisfactory. These writing assignments will make up 80 percent of your grade for this class.

Daily Assignments. 15 percent of your grade in English 100 will come from quizzes, peer responses, and other daily assignments.

Writer's Workshop. Throughout the course, you will attend the once-a-week, small group Writer's Workshops. 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. You must ensure that you have the right materials in the right place. Five percent of your grade will be based on your participation and cooperation in Writer's Workshop.

Grading Scale

-	
90-100	A
80-89	B
70-79	C
60-69	D
Below 60	F

To pass English 100 and enroll in English 104, you must earn a C or better.

Student Disability:

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

Academic Honesty Policy:

Academic honesty is required in all academic endeavors. Violations of academic honesty include any instance of plagiarism, cheating, seeking credit for another's work, falsifying documents or academic records, or any other fraudulent activity. Violations of academic honesty may result in a failing grade on the assignment, failure in the course, or expulsion from the University. When a student's grade has been affected, violations of academic honesty will be reported to the Provost or designated representative on the Academic Honesty Violation Report forms. Please see the 2006-07 Student Handbook and Calendar on page 21 for specific activities identified as violations of this policy and the student due process procedure. This handbook is also available online at <http://www.missouriwestern.edu/handbook/index.pdf>.