

Missouri Western State University, College of Liberal Arts and Sciences  
Department of English, Foreign Languages, and Journalism

**English 100-16: Introduction to College Writing**

MWF 1:00-1:50

Writer's Workshop: 12:00-12:50 MW, Murphy 120, Eder 214

Fall 2007

**Name:** Meg Thompson

**Office hours:** M-R 3:30-4:30/by appt.

**Email:** mthompson14

**Office:** Eder 222, M

**Phone:** 816-271-4316

**Mailbox:** Eder 222, A

**Required Texts and Course Materials**

*Introduction to College Writing – English 100*, McGraw-Hill, 2006.

*A Troubleshooting Guide for Writers*, McGraw-Hill, 2005.

Drafts/photocopies for workshopping

Jump drive/disk

Response Journal [\[1\]](#)

**Course Goals**

**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.

**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.

**Peer Workshops**

Before your paper is due, you will workshop it with a small group that I have assigned. You are to bring enough copies of your draft for your group and me, and then you are to bring these workshopped drafts to conference with me, the next step in the writing process. This drafting needs to appear in the portfolio you will turn in to me when your

paper is due.

### **Conferences**

Several times throughout the course, class will be cancelled for individual conferences with me. These conferences will last 10-15 minutes and are something you should prepare for by thinking of questions to ask me, looking over your peer critiques, and finding problem areas in the draft.

### **Absence/Tardiness Policy**

In order to improve student learning as well as to achieve compliance with federal financial aid policies, Western has a mandatory attendance policy for all 100- and 200-level courses for Fall 2007.

You will be given an excused absence when acting as an official representative of the university, provided you give prior written verification from the faculty/staff supervisor of the event.

All other absences will be deemed unexcused. **The maximum number of unexcused absences allowed for this class before the midterm report, October 17<sup>th</sup>, is five.** Thus, when you have six unexcused absences you will be reported to the Registrar's Office, who will automatically withdraw you from this class. The Financial Aid Office will reduce financial aid as appropriate.

Your first two absences will have no effect on your grade, but on the third, fourth, and fifth I reserve the right to lower your grade by one letter. You are responsible for all material covered and assignments given during your absence.

If you know you are going to be absent on a particular date when an assignment is due you must turn it in ahead of time. Any work missed in class cannot be made up if the absence is unexcused.

If you miss three Writer's Workshops you will fail the course. Make-up Workshops are available every Friday at 2 and 3 in Eder 222 U and V.

If you come in after I take attendance you are considered tardy. Every three times you do this it counts as an absence.

### **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. You need a C or higher to pass ENG 100 and enter ENG 104. This is how your grades break down:

Task One: 15%

Task Two: 15%

Task Three: 25%

Task Four: 25%

**Class participation will count for 20% of your grade.** In order to receive a good participation grade, you must do more than just show up. I look forward to your contributions to class discussions, presentations, conferences, and small group work. Your reading response journal will count toward your participation credit.

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.

Throughout the course of the semester, you will attend once-a-week, small group Writer's Workshops. Some of your Writer's Workshops 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.

## Due Dates for Formal Writing Assignments

Task One: Sept. 19

Task Two: Oct. 10

*Midterm*

Task Three: Nov. 12

Task Four: Dec. 3

## 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.

## Student Disability

Any student who has a disability should contact Missouri Western's special needs coordinator for possible certification of special needs and expert recommendation for assistance. We 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 classroom activity. Cheating and plagiarism are not acceptable. If there is evidence of cheating or plagiarism, you have the burden of showing that the paper 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. You will receive a grade of F (0 points) for any paper/assignment/exam that shows evidence of cheating and/or plagiarism. If you plagiarize a paper, you forfeit the right to revise that paper; if you cheat on an exam, you will not be allowed to retake the exam. Violations of academic honesty will be reported to the Provost of the designated representative on the Academic Honesty Violation Report Forms. Please see the 2007-2008 Student Handbook and Calendar for specific activities identified as violations of this policy and student due process procedure. This handbook is also available online at <http://www.missouriwestern.edu/handbook/index.pdf>.

## Misc.

- Turn off your cell phone. Now. Trust me. I will lower your participation grade if you pay more attention to your phone than class.
- I don't accept late work.

## Inspiration

- "A class learns to teach itself."
- "Don't mistake kindness for weakness."
- Writing is a process.

## English 100 Schedule for Fall 2007 (subject to revision)

Wk.	Date	Class Agenda	Homework
1	8.27	Course introduction; informal writing exercise	Purchase course materials; Read the preface, pgs. 1-19 in <i>Troubleshooting</i>
	8.29	Debunking writing myths	Read from "Growing Up," pg .86 in <i>Introduction</i> ; Compose RJ
	8.31	<b>RJ Due</b> ; Reading discussion; Introduce first paper; Prewriting	Contemplate a topic
2	9.3	No Class – Labor Day	Not to belabor anything; Meet with your Workshop on Wednesday in a combined session; Read "Rite of

			Passage,” pg. 111
	9.5	Reading discussion; Topic discussion; How to begin the first draft	Read “The Family Car,” pg. 130; Compose RJ
	9.7	<b>RJ Due;</b> Finetuning your thesis	Keep working on your draft
3	9.10	Effective workshopping techniques	Prepare your draft for peer workshops; Bring copies for your group and me
	9.12	Peer workshops; conference sign-up	Prepare for your conference
	9.14	Class cancelled for conferences	Prepare for your conference
4	9.17	Class cancelled for conferences	Prepare to hand in your paper
	9.19	<b>First paper due;</b> Introduce second paper; Prewriting	Contemplate a topic; Read “Notes of a Native Son,” pg. 93; Compose RJ
	9.21	<b>RJ Due;</b> Topic discussion	Read “Casa...,” pg. 118
5	9.24	Outlining your topic; connecting ideas	Create an outline of your paper focusing on how you will link ideas
	9.26	Writing in an authentic voice	Read “Mother Tongue,” pg. 156; Compose RJ
	9.28	<b>RJ Due</b>	Keep working on your draft
6	10.1	Attention-grabbing introductions	Prepare your draft for peer workshops; Bring copies for your group and me
	10.3	Peer workshops; sign up for conferences	Prepare for your conference
	10.5	Class cancelled for conferences	Prepare for your conference
7	10.8	Class cancelled for conferences	Prepare to hand in your paper
	10.10	<b>Second paper due</b>	Contemplate progress thus far and goals for the rest of the semester
	10.12	Mid-term break – No Class	
8	10.15	Compose mid-term reflective letter; introduce third paper; Pre-writing	Read “Where College Fails Us,” pg. 168; Compose RJ
	10.17	Mid-term; <b>RJ Due;</b> Reading discussion	Write a proposal for your topic
	10.19	Using sources; Read “The Speech the Graduates Didn’t Hear” in class	Read “Let Teenagers Try Adulthood,” pg. 178; Compose RJ
9	10.22	<b>RJ Due</b>	Read “Becoming Educated,” pg. 182
	10.24	Read “Hidden Intellectualism” in class; Reading discussion	Have at least one source for your paper in MLA format
	10.26	Traditional education v. Non-traditional education	Read “On Becoming Chicano,” pg. 149; Compose RJ
10	10.29	<b>RJ Due;</b> reading discussion	Keep working on your draft
	10.31	Personal interviews as a source	Create an outline of your paper to bring to class
	11.2	Panopticon outline workshop	Prepare your draft for peer workshops; Bring copies for your group and me
11	11.5	Peer workshops; Conference sign-up	Prepare for your conference
	11.7	Class cancelled for conferences	Prepare for your conference
	11.9	Class cancelled for conferences	Prepare to turn in your third paper
12	11.12	<b>Third paper due;</b> Introduce final paper; Pre-writing	Contemplate a topic; Read “Learning to Write,” pg. 185; Compose RJ
	11.14	<b>RJ Due;</b> Reading discussion; Being a	Read “How I Learned to Read and

		critic of our own work	Write,” pg. 124
	11.16	Reading discussion; Revising and editing	Read “The Lonely, Good Company of Book,” pg. 191; Compose RJ
13	11.19	<b>RJ Due</b>	Keep working on your draft
	11.20-23	Thanksgiving break – No Class	Prepare your draft for peer workshops; Bring copies for your group and me
14	11.26	Peer workshops; conference sign-up	Prepare for your conference
	11.28	Class cancelled for conferences	Prepare for your conference
	11.30	Class cancelled for conferences	Prepare to hand in your final paper
15	12.3	<b>Final paper due</b>	Prepare for your presentation
	12.5	Presentations	Prepare for your presentation
	12.7	Presentations; Evaluations; Last Day of Classes	Prepare for the rest of your life

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[\[1\]](#) Throughout the semester I will give you prompts or just ask you to respond to a reading assignment in 1.5 – 2 typed, double-spaced pages in TNR. We will go over these in class and you will hand them in at the end of the reading discussion.