

SYLLABUS: ENGLISH 108
COLLEGE WRITING AND RESEARCH
ONLINE COURSE

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Office Hours: WF: 9-9:30, MWF: 11-11:30, M:1-2, T: 9-10:30

REQUIRED BOOKS AND MATERIALS: For this course you will need:

* *They Say/I Say; The Moves That Matter in Academic Writing*,
by Gerald Graff and Cathy Birkenstein

* *Easy Writer, A Pocket Reference, 3rd edition*, by Andrea Lunsford

You may think you are lucky by having to buy only two slim books, but what you save in cash you will expend many times over in effort.

INTRODUCTION: This course places heavy emphasis on writing. Performing research is a necessary component, but writing with the results of your research will receive most of our attention. Such writing requires that a student has his/her own perspective. You will notice that each major project has as a primary objective the meticulous distinction, acknowledgment, and integration of source material within a paper of your creation.

INTRODUCTION BY WAY OF ANALOGY: If this were a baking class for which you must bake apple pie, it would not be enough to simply dump apples in a dish. In this course, it will not be enough to dump into a paper ideas and information collected from various sources; instead, you must bake with the fruits of your research. You must create an original research pie. Or, if this were a class for making jewelry, it would not be enough to toss down a handful of gems you have collected. No, you would need to evaluate, select, arrange, and thread them together. Think of your collection of ideas and information as gems, and think of your own thinking as thread.

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BASIC COURSE COMPONENTS: This course has as its theme the return of American military veterans to civilian life. The course will be essentially divided into two units: pre and post September 11, 2001. You will be responsible for choosing and developing relevant topics. By the end of this semester you will have read and written extensively about your subject, and you will have thought more deeply about research in general, about the composition of knowledge, and

about meaning.

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HOW THE ONLINE COURSE WORKS: When you go to the Missouri Western home page, you will notice near the top a slot marked "Web CT." Click on that to get started. Log in by using your Missouri Western e-mail account user ID and password. Choose this course (if more than this course is listed). You will arrive at the course home page. Notice the tabs on the left side. These will be your primary means for navigating and meeting the requirements of this course. Make sure to regularly check the Calendar and Discussion and Assignment features.

DISCUSSIONS: My plan is to choose different discussion formats (blog, journal, threads) from week to week. In a traditional classroom setting, this aspect of the course would take place in journal books. Discussions will be in two parts. 1. Each week, I will provide a discussion prompt. You will respond. Responses that are full, thoughtful, and on-target will earn full points. Discussions will be "open" for your responses for just a few days. The prompt will give specific timeframes. Check the Calendar feature for reminders and, if all goes well, links. Otherwise, use the Discussion tab. 2. Once the time period for posting your responses has passed, you will need to respond to posted responses. Again, appropriate and thoughtful responses score highest. Discussions will be worth approximately 21% of your grade.

QUIZZES AND EXERCISES

There will be quizzes and exercises that focus on style, grammar, and mechanics relevant to writing with ideas and information attributable to sources. For these, we will try to use the Assessment feature, but we may sometimes use the journal feature of Discussions. Each quiz and exercise should be announced on the Calendar, and you should be able to access the quiz or exercise by clicking on the Calendar entry. Quizzes and exercises will be worth about 14% of your grade.

ASSIGNMENTS: Although we may use the Assignment feature for any of the above, I will try to reserve this feature for our major projects and final exam project. There will be two major projects. For each project, you will be required to devise and develop topics relating to the central theme. Major projects will be worth about 55% of your grade.

FINAL: The final will be a short presentation, suitable for the general public, of highlights from one or both of the major projects. This will be worth about 10% of the grade.

GRADING: Though I do like reading and responding to what students write, I do not like grading. Nevertheless, I am required to submit grades. I try to reward effort and process as well as product. I tend to reserve failure for students who do not do their work or who do their work with seeming lack of concern or respect ... for the material, for the class, for themselves. Basically,

A = excellence in process and product

B = very good process or product

C = engagement with process or product, but so-so results

D = casual engagement, poor results

We will use a 1000 point grading system: A=900+ points, B=800 to 899 points, C=700 to 799 points, D=600 to 699 points. Each student will start the semester with zero points; therefore, points will be earned by your successes. If the total of available points for the semester does not reach 1000, grades will be calculated as a percent of actual points, with 90+%=A, 80-89%=B, and so on.

PARTICIPATION: A student simply can not, I repeat: can NOT, succeed in this class with less than very active participation. Discussions and exercises will each be graded, and each of these will be time sensitive. Missing work will earn zero points. Can you pass with poor participation? It is possible, but I don't suggest you try. Rather, let me suggest this: If you are not in this class with the intention of earning an A or B, a C at the very least, this class will be a bad fit for you. If you are not ready to be a diligent student, please drop this class now. You will be doing a service to all of us – yourself, your classmates, and me. Poor participation may result in being dropped from the class and being reported to the Registrar's Office.

LATE WORK: The Web CT program is set up such that late work is automatically refused unless, in advance of a due date, I grant you an extension.

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REVISION OF WRITTEN WORK: This course will not provide much opportunity for revising completed work. However, this course will provide opportunity for writing as a process, and the final presentation will be drawn from already completed work.

ACADEMIC HONESTY POLICY AND DUE PROCESS

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>. If I suspect you have plagiarized, the burden of proof will be on you to recap your writing process and to demonstrate your command of your material.

DISABILITIES AND SPECIAL NEEDS

Any student who has a special need or disability that may affect his or her performance in this class should contact the MWSU Special Needs Coordinator for assistance. Also, let me know right away so that appropriate arrangements can be made to make sure your needs are met as quickly and

completely as possible.

CIVILITY AND COOPERATION

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

CONFERENCES: Though this is an online course, I will maintain regular office hours as posted at the top of this syllabus. You are invited to stop by at those times or to request some other time.

Noteworthy dates

Jan 21	Mon	ML King Day – no class
Feb 18	Mon	President’s Day – no class
Mar 1	Fri	Project 1 – tentative due date
Mar 10-14	M-F	Spring Break begins – no class
Mar 28	Fri	Last day to withdraw
Apr 14	Mon	Project 2 – tentative due date
Apr 28	Mon	Last day of class