

SYLLABUS FOR ENGLISH 100 – SPRING 2009
INTRODUCTION TO COLLEGE WRITING

MISSOURI WESTERN STATE UNIVERISTY
COLLEGE OF ARTS AND SCIENCES
DEPARTMENT OF ENGLISH, FOREIGN LANGUAGES, AND JOURNALISM SPRING 2009
INSTRUCTOR: JOE MARMAUD – OFFICE EDER HALL RM T
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ENGLISH 100-06
10-10:50 MURPHY 112 M.W.F.
WORKSHOP 11-11:50 EDER 222U
11-1150 EDER 222V

ENGLISH 100-08
11-11:50 MURPHY 201 M.W.F.
WORKSHOP 12-12:50 EDER 222U
12-12:50 EDER222V

OFFICE HOURS- 8:30-10 M. W. F. 2-3. OR BY APPOINTMENT

COURSE DESCRIPTION;

“I ONLY HAVE TWENTY-SIX LETTERS OF THE ALPHABET. I DON’T HAVE COLOR OR MUSIC. I MUST USE MY CRAFT TO MAKE THE READER SEE THE COLORS AND HEAR THE SOUNDS.” TONI MORRISON

“WE WRITE TO FIND OUT WHAT WE THINK. EVEN WHEN DOING SOMETHING AS SIMPLE AS WRITING IN A JOURNAL-INTELLECTUAL DOODLING-YOU’RE FIGURING OUT THINGS. WRITING IS A WAY OF LAYING THINGS OUT. YOU WRITE TO FIND OUT WHAT YOU THINK, WHAT YOU KNOW, AND WHAT YOU DON’T KNOW.”-LARRY HEINNENAMNN

Writing is a process akin to any other process that you might encounter. A process implies an ongoing step by step activity. Briefly stated the writing process includes prewriting, writing, editing and discussion of the written word.

One does not achieve proficient, much less outstanding writing without applying the process steps and having the disposition to engage in the continual and diligent uses of thought, writing, revision, re-thought, and re-revision with an end towards true critical thinking.

At first much of this may seem overwhelming and difficult, but during the course of the semester, we will take apart the components of the process to make them understandable to you. During the coming months, you will discover strategies that you are most comfortable with and which work best for you.

There are four reasons for probable success in this course. First, preparation is of great importance. You must prepare by completing reading assignments on time and be ready to discuss them and share them with the class. Second is revision of your papers which you will come to understand. Third and fourth are the asking of key questions and the strong willingness to work on tasks to their completion and to make sure that writing is done on time. This is essential.

Overall success will come when you become the writer who makes connections between your writing and your life experiences and who thoughtfully reflects on the importance of this connection.

In other words, when you demonstrate that your language activities are not merely done as exercises, but as an intragral part of who you perceive yourself to be, then you will have mastered proficiency.

COURSE GOALS

READING GOALS

Read actively for greater understanding.

- Use reading to improve writing by drawing ideas and information from written texts
- Use texts to understand own and other's experiences
- Read writing assignments effectively as a guide to creating better papers
- Recognize good writing by actively reading good pose

WRITING GOALS

- Move from writer-based to reader based prose
- Write at greater length more easily, more quickly and more usefully
- Structure writing to fit the assignment, purpose and audience
- Develop 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:

- Write and speak clearly and effectively
- Gain a greater awareness of the present through the understanding of other cultures and times
- Understand and enjoy aesthetic experiences and share in creatively related activities
- Understand and appreciate moral values and ethical choices

For common objectives/means and institutional competencies for Eng 100 also refer to the English Department website at:

<http://www.missouriwestern.edu/EFLJ/LG/html>

POLICIES:

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 IN CLASS AS WELL AS IN WRITER'S WORKSHOP. IF YOU MISS SIX CLASS PERIODS OR FOUR WRITER 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 "MAKEUPS" FOR THIS ATTENDANCE REQUIREMENT. FURTHERMORE, THE MAXIMUM NUMBER OF ABSENCES ALLOWED BEFORE THE MIDTERM REPORT IS FIVE. THUS, WHEN YOU HAVE SIX YOU WILL BE REPORTED TO THE REGISTRAR'S OFFICE, WHO WILL AUTOMATICALLY WITHDRAW YOU FROM THIS CLASS.

IF YOU MISS A CLASS SESSION, YOU WILL BE 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. NO LATE ASSIGNMENTS WILL BE ACCEPTED UNLESS YOU HAVE RECEIVED PRIOR PERMISSION..

WRITER/REVISION POLICY: FOR ALL WRITING TASKS YOU WILL BE REQUIRED TO PARTICIPATE IN PEER REVISION GROUPS. GRADED WRITING TASKS ONE, TWO, AND THREE MAY BE REVISED FOR A BETTER GRADE. YOU WILL HAVE TWO WEEKS TO SUBMIT A REVISED PAPER.. IT IS REQUIRED THAT YOUR ORIGINAL GRADED ESSAY ACCOMPANY YOUR REVISED ESSAY. YOU WILL NOT HAVE AN OPPORTUNITY TO REVISE WRITING TASK FOUR; HOWEVER, YOU WILL HAVE AMPLE OPPORTUNITY TO SHARE AND REVISE DRAFTS WITH YOUR PEERS AND ME.

STUDENT DISABILITY:

ANY STUDENT IN THIS COURSE WHO HAS A DISABILITY THAT PREVENTS THE FULLEST EXPRESSIONS OF ABILITIES SHOULD CONTACT MISSOURI WESTERN'S SPECIAL NEEDS COORDINATOR, MICHAEL RITTER, FOR POSSIBLE CERTIFICATION OF SPECIAL NEEDS AND EXPERT RECOMMENDATIONS FOR ASSISTANCE. YOU SHOULD ALSO CONTACT ME AS SOON AS POSSIBLE SO THAT 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. YOU WILL RECEIVE A GRADE OF 'F' FOR ANY PAPER, ASSIGNMENT, EXAM THAT SHOWS EVIDENCE OF CHEATING AND/OR PLAGIARISM. YOU HAVE BURDEN OF PROVING THAT A PAPER SHOWING EVIDENCE OF CHEATING HAS IN FACT BEEN WRITTEN BY YOU. YOU SHOULD KEEP THOROUGH EVIDENCE OF YOUR WRITING PROCESSES FOR ALL PAPERS SO THAT YOU CAN MEET THE BURDEN OF PROOF. VIOLATIONS OF ACADEMIC HONESTY WILL BE REPORTED TO THE PROVOST OR THE DESIGNATED REPRESENTATIVE ON THE ACADEMIC HONESTY VIOLATIONS REPORT FORMS. PLEASE NOTE CAREFULLY THE STATEMENT ON PLAGIARISM ON THE DEPARTMENTAL WEBSITE AND REFER TO THE 2008-2009 STUDENT HANDBOOK AND CALENDAR ON P. 21 FOR SPECIFIC ACTIVITIES IDENTIFIED AS VIOLATIONS OF THE POLICY AND THE STUDENT DUE PROCESS PROCEDURE. THIS HANDBOOK IS ALSO AVAILABLE ON LINE AT:
<http://www.missouriwestern.edu/handbook/index.pdf>.

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. 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.

OTHER: WE REALIZE THAT WE LIVE IN AN AGE OF TECHNOLOGY. ALMOST EVERYONE TODAY HAS ACCESS TO CELL PHONES. CELL PHONES HAVE THEIR DISTRACTION. TO INSURE THAT THE PHONE DOES NOT RING DURING CLASS, I LEAVE MY PHONE LOCKED IN MY OFFICE. IF THIS IS UNWORKABLE FOR YOU PLEASE TURN THE PHONE OFF OR TO SILENT MODE BEFORE CLASS.

SOMETIMES, BUT RARELY, COMING LATE TO CLASS IS UNAVOIDABLE. THE ROOM DOOR WILL BE OPEN TEN MINUTES INTO THE SESSION AFTER WHICH IT WILL BE CLOSED. PLEASE TAKE THIS AS A

SIGN THAT LATENESS IS NEVER REALLY ACCEPTABLE, BUT IF YOU MUST BE LATE ENTER AS QUIETLY AS POSSIBLE AND NOT A SIGNIFICANT TIME PERIOD AFTER THE BEGINNING OF CLASS. THIS WILL INSURE A SUCCESSFUL CLASSROOM SESSION FOR ALL. PLEASE NOTE THAT VIOLATIONS OF CELL PHONE AND/OR LATENESS POLICY WILL INCUR PENALTIES IN REDUCTION OF GRADES.

GRADING:

4 FORMAL PAPERS WORTH 100 POINTS EACH

PAPER1 JAN.30

PAPER 2 FEB.20

PAPER 3 MARCH 20

PAPER 4 M AY 5

FINAL EXAM

100 POINTS

ASSORTED POINTS WILL BE ASSIGNED FOR INFORMAL WRITINGS, JOURNALS, QUIZZES, AND CLASS DISCUSSION AND PARTICIPATION.

PLEASE NOTE THAT ALL FOUR FORMAL PAPERS MUST BE TURNED IN REGARDLESS OF THE POINTS ACCUMULATED IN THE OTHER WRITINGS, IN ORDER TO PASS THIS COURSE.

MATERIALS: TEXTS-INTRODUCTION TO COLLEGE WRITING MCGRAW HILL 4TH EDITION A TROUBLESHOOTERS GUIDE TO WRITING -PLEASE READ ALL ASSIGNED CHAPTERS AND USE AS REFERENCE WHEN WRITING AND REVISING

LETTERS TO A YOUNG TEACHER-JOHNATHAN KOZOL
PAPERBACK AVAILABLE IN THE BOOKSTORE

2 NOTEBOOKS

PHOTOCOPIES OF ESSAYS AS NEEDED FOR GROUP WORK

COMPUTER DISKS