

Congratulations!

You have found the Syllabus for

ENGLISH 108
COLLEGE WRITING AND RESEARCH - ONLINE
SPRING 2009

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Office Hours: T: 12:30-1:30, W: 9:00-10:30, R: 12:30-1:30

HOW THE ONLINE COURSE WORKS: Make sure to regularly log in to WebCT to visit the course homepage. Make sure to regularly check Announcements, Calendar, Discussions, Course Content, and Assignments. These will be your primary means for navigating and keeping current with this course. If you have difficulty with any technical elements of this class, contact me or the Instructional Media Center. IMC is located on the first floor of the Hearnes Center (the Library building). IMC can also be reached online at: <http://www.missouriwestern.edu/IMC/>

REQUIRED BOOKS AND MATERIALS:

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

GENERAL INTRODUCTION: The primary emphasis of this course will not be on procedures for conducting research. In other words, this course will not focus on methods of *finding* ideas and information; rather, this course will focus on writing that recognizes its use of ideas and information attributable to others. Mere retrievals and regurgitations of ideas and information will be inadequate. It is a complicated business to emphasize your own voice while using ideas and information attributable to others, but that is what this class will do. It is a complicated business for a writer to disentangle what he or she knows, or thinks he or she knows, and what he or she thinks from how he or she came to know it or even to think it. It is a complicated business to make ideas and information meaningful in one's writing. All in all, it would be fair to say that this class has as its primary objective the meticulous identification and attribution of source material that is used in writing projects that feature your voice and style.

INTRODUCTION BY WAY OF ANALOGY: If this were a class for which you had to bake an apple pie, it would not be enough to simply dump a peck of apples into a dish. Similarly, in this course it will not be enough to simply dump into a paper those ideas and bits of information collected from various sources. Instead, you must create an original research pie. Or, if this were a class for which you had to create a necklace, it would not be enough to simply toss down on a tabletop a handful of gems retrieved from here and there. No, you will need to evaluate, select, arrange, and thread them. For this class, think of ideas and information as gems, and think of your own thinking as cutter and thread.

BASIC COURSE COMPONENTS & GOALS: You will be responsible for proposing and developing research topics

relevant to an overall theme. By the end of this semester you will have read, thought, and written extensively about your topics. You will have written about your reading, thinking, and even your writing about your topic. You will have thought more deeply about research in general and you will have explored the composition and meaning of knowledge. Not bad for only 14 weeks.

1. **DISCUSSIONS/JOURNALS:** In a traditional classroom setting, this aspect of the course would take place in journal books. Instead, I will provide discussion prompts and due dates for your responses. Responses that are full, thoughtful, and on-target will earn full points. Some discussions will consist of two phases: the first for posting your own responses, the next for posting your responses to responses posted by classmates. Again, full, appropriate, and thoughtful responses earn the most points. Discussions/Journals will be worth approximately 30% of your grade.
2. **QUIZZES AND EXERCISES:** There will be quizzes and exercises that focus on style, grammar, and mechanics relevant to writing that uses ideas and information attributable to sources. For these, we will try to use the Assessment feature, but we may sometimes use the Discussions feature. Quizzes and exercises will be announced. Quizzes and exercises will be worth about 5% of your grade.
3. **WRITING PROJECTS:** There will be two major projects. For each project, you will be required to devise and develop a topic relating to an assigned theme. Major projects will be worth 60% of your grade. Specific instructions will be given. Expect that your projects will include critical annotations of your source materials.
4. **FINAL:** The final will be worth about 5% of the grade.

GRADING: I try to reward effort and process as well as product. I tend to reserve failure for students who do not do their work at all 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=generally good process or product; 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 efforts and successes. If it turns out that the actual total points available for the semester do not reach 1000, grades will be calculated as a percent of actual points available, with 90+%=A, 80-89%=B, and so on.

LATE AND MISSING WORK: Assignments, discussions, and other work for this class are time sensitive. The Web CT program is set up such that late work is automatically refused, marked as not done, and assigned zero points. Missing work will do more than deprive your classmates of your ideas and feedback. Missing work may be taken as a sign of your withdrawal, which may result in you being reported to the Registrar's Office and dropped from the class roster.

REVISION OF WRITTEN WORK: This course will not provide opportunity for revising work that has already been submitted. However, as possible, this course will provide opportunities to practice writing as a process.

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 Student Handbook for specific activities identified as violations of this policy and the student due process procedure. The handbook is available online at: <http://www.missouriwestern.edu/handbook/index.pdf>.

Note: 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 (posted at the top of this syllabus). Just stop by, or make an appointment first if you prefer.