

English 1121: College Writing and Critical Reading

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Hours: MWF 10-11, MW 2-3, M 5:30-6:30, and by appt.

Spring 2000
Sections 2, 4

Course Description

According to the official A.R.C.C. catalog, this course “provides extended practice in critical reading, writing, and thinking. Course content includes the writing process, essential composition skills, and critical reasoning in various rhetorical situations. The course requires effectively reasoned and supported essays, including an argumentative research paper.” (Note: the specific course objectives will be distributed before midterm portfolios are due.)

Required Texts and Materials

Axelrod, Rise B., and Charles R. Cooper. Reading Critically, Writing Well. 5th ed. Boston: Bedford-St. Martin's, 1999.
Troyka, Lynn Quitman. Quick Access. 2nd ed. Upper Saddle River: Prentice Hall, 1998.

3x5 or 4x6 index cards or a spiral notebook.
One 3.5" HD computer disk.
Two two-pocket folders.
Loose-leaf paper.

Requirements and Evaluation

Midterm Portfolio (30%): Your midterm portfolio will consist of five (5) pieces of thoroughly revised writing: a cover letter (1 page), a summary paper (1 page), a paraphrase paper (1 page), a response essay (2-3 pages), and an analytical/evaluation essay (2-3 pages). Each piece must be included for the portfolio to pass and receive a grade.

Final Portfolio (40%): Your final portfolio will consist of four (4) pieces of thoroughly revised writing: a cover letter, an in-class essay, and two papers involving research (one informative, one argumentative, both on the same topic). Each piece must be included for the portfolio to pass and receive a grade.

Informal Writing and Participation (30%): There will be many informal writing assignments such as reading quizzes, responses, exercises, proposals, bibliographies, and group work; in-class writings and group work **cannot** be made up if you are absent. In addition, your preparation for and your active participation in class discussions and writing groups is expected and will be evaluated; both the quantity and quality of your participation will be considered.

Note: To encourage revision, you will not receive grades on individual pieces of writing. Instead, to showcase your best revised writing, we will use the portfolio method of evaluation. Each of your portfolios will be evaluated pass/fail by a committee of other English 1121 professors and will be given a grade by one of us. More details will be given in class and can be found on the portfolio covers. You must submit both portfolios to pass the course.

Participation and Attendance

“Workshop” writing courses rely primarily on in-class writing, small writing groups, and class discussions. Participants must be present and prepared for every class so that they can learn and practice the reading and writing concepts presented in class, contribute to group work and class discussions, ask questions, and learn from the contributions and questions of other participants. Participants must also be willing to share and talk about their own and others’ writing, and to make all class and group sessions comfortable, productive, and worthwhile.

Obviously, such classes assume a high level of responsibility and maturity from the participants. You are expected to attend, to be prepared, and to participate actively in every class. It is not possible to “make up” in-class work, and missing class or being unprepared for class will affect the “Informal Writing and Participation” portion of your final grade.

Course Policies

Attendance: If you miss more than **sixteen** (16) class periods for **any** reason, you will receive an “F” for the course, regardless of your other grades. If you must be absent due to a medical or family emergency, please notify me as soon as possible to keep current with your progress in the course or to determine if an incomplete is warranted.

Class Disruptions: Coming into class late or leaving class early is disruptive and disrespectful to both your classmates and me. Chronic late arrivals or early departures will be considered absences. Other disruptions will be handled on an individual basis and, if serious enough, could involve the dean of educational services.

Peer Reviews: When we are “workshopping” rough drafts, you must bring a **completed** rough draft (and copies when requested) with you to class, and you must participate actively, or your participation grade will be lowered.

Submitting Drafts: For each paper you write, you will submit an “advanced” draft for my response; this “advanced” draft should incorporate the feedback you received in your writing groups. You will also submit all the work you did in the process of drafting each paper—all your prewriting, in-class writing, notes, photocopies/printouts of research sources, outlines, drafts, peer comments, and a process letter. If you do not submit these things for each paper to me, your participation grade will be lowered.

Paper Format: All rough drafts should be double-spaced, word-processed or **legibly** written; all final drafts must be double-spaced, word-processed, and conform to the formatting directions given in class, including instructions for in-text and end-of-text citation conventions.

Late Drafts / Portfolios: Due dates are listed on the schedule. Late drafts will be given reduced credit and will not receive written comments. The grade for late portfolios will be lowered one letter; after one week, the grade will be an “F.” However, **all** drafts and portfolios must be submitted to pass the course.

Record-Keeping: Please make back-up copies of all your work, and keep all papers returned to you. If questions about grades arise, you will need to produce the original documents.

Computer Lab: We will meet in the computer lab once each week to work on short writing assignments, to do research, or to work on your current writing project; we may also use this time for individual conferences and/or workshop groups. Please do not abuse this time by working on assignments for other classes, writing e-mail to friends, or downloading non-research-related information from the internet.

Incompletes: Incompletes will only be granted to students who have a **documented** emergency in the final weeks of the semester. These students must have completed **all** of the other work for the course with an average grade of "C" or better, must not have missed more than eight (8) hours of class, **and** must demonstrate the ability and willingness to complete the work before the third week of the following semester. It is **your** responsibility to notify me as soon as possible if this scenario applies to you.

Plagiarism: Knowingly presenting another person's ideas or writing as your own without appropriate citation will result in an "F" for the course and notification of the appropriate college officials.

Academic Support Center

The Academic Support Center (ASC), located on the second floor of the College Services (CS) building, offers free, trained writing tutors who work with student writers at any stage in the writing process to improve their writing. I strongly encourage you to meet with a writing tutor early in the term so that you can discover how helpful the tutors can be to you.

Important Dates

Class Meetings (Section 2): 8:00 – 8:50 a.m. / MWR in T 208 / F in T 207

Class Meetings (Section 4): 9:00 – 9:50 a.m. / MWR in T 208 / F in T 207

No Classes: M 1-17 / M 2-21 / M 3-6 – F 3-10 / R 4-20 – F 4-21

Last Day to Withdraw: T 4-11

Final Examination: M 5-15 / 4:10 – 6:10 p.m. / More details near the end of the semester.

Note: This syllabus is subject to change; changes will be announced in class.