English Department – University of Central Oklahoma
1213 English Composition and Research
CRN 10473, 10474, and 10520
Helen Peters, Instructor

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Purpose

The PRIMARY purpose of this first-year English course is to produce writers of competent expository prose. The major emphasis of the course will be in improving research and investigative skills. Computer literacy is of vast importance for all students and stands as an important part of the writing research process, which entails problem solving, source evaluation, and critical think skills.

Prerequisite: English 1113 Grammar and Composition. If you have not taken this course, you will have difficulties in 1213. If you are an international student, you may also have difficulties with 1213. International students might consider transferring to English 1223 Composition for International students. Please let me know if you have not completed English 1113.

Course Objectives

1. To build and polish writing skills learned in English 1113 - English 1213, as a continuation of English 1113, should both extend and further refine the grammatical and rhetorical principles covered in the first course with an emphasis on organization, style, and purpose.

2. To develop computer literacy skills. Becoming familiar with the computer is an important aspect of writing in our modern, complex technological world. Such familiarity includes using the internet for research purposes, understanding the electronic process of composing a paper, and being able to learn to adapt to technological changes.

3. To develop an ability to comprehend and critically read selections from a number of discourse forms, including electronic discourse. An ability to read critically enables the student to synthesize and evaluate information.

4. To construct a research paper. As the focus of English 1213, the section on research should provide the student with the ability to use the library effectively, to evaluate sources (including electronic sources), to incorporate summaries, paraphrases, and quotes without plagiarizing, to use effectively a documentation style, and to correlate material into a cohesive unit of information.
Textbook and Materials


Need extra help in this class or other classes? Tutoring Central: Free tutoring is available at Tutoring Central, which is located in West Hall. It is advised that students make an appointment ahead of time (974-2487). Go early in the semester because they can suddenly become busy at the end of the semester. The hours are 9:00 A.M.-8:00 P.M Monday through Thursday and 9:00 A.M. – 1:00 P.M. on Friday.

Attendance Policy
Class attendance is required; absences will affect your grade. For a class that meets on MWF: if a student misses more than six classes, the student is encouraged to drop. In this class, after the fifth absence one half (1/2) a letter grade will be deducted from your grade for every absence up to eight (8). If a student misses nine (9) class periods, even if they are excused, the student will fail. *After class begins, the door will be closed, and you will be counted absent for that class period.*

Grading Scale for Individual Assignments and Final Grade

- 90-100% = A
- 80-89% = B
- 70-79% = C
- 60-69% = D
- 0-59% = F

Plagiarism: Respecting Intellectual Property
All written assignments that students submit for this course must either be entirely their own words or if they use outside sources MLA (Modern Language Association) documentation style must be properly presented. If not, the student is guilty of plagiarism, which is not tolerated at UCO. Students must have a clear idea of what plagiarism is from the start so there will be no mistakes later. There are three major types of plagiarism:

1. **Word-for-word copying**, without acknowledgment, of the language of another writer. Having another person write or dictate all or part of one’s compositions is plagiarism of this kind and is clearly forbidden. But, in addition, students should copy NO printed passage, no matter how brief, without acknowledging the source and either placing it in quotation marks or setting it aside as a block quotation. This applies to even the briefest of phrases if they are truly distinctive.

2. **The unacknowledged paraphrasing of an author’s ideas.** The student should no more take
credit for another person’s thoughts than for another person’s words. Any distinctive, original idea taken from another writer should be credited to its author. If students are not sure whether or not an author’s idea is distinctive, they should assume that it is: no fault attaches to the over-acknowledgment, but under-acknowledgment is plagiarism.

3. **Incorrectly copying or paraphrasing.** In a verbatim copying of a source involving the use of quotation marks and the acknowledgment of the author, the student does not have the right to change or add any words, even if the original author made a mistake. When paraphrasing, merely using synonyms, while maintaining the original sentence pattern and/or word order, is a form of plagiarism involving the copying the author’s style. A paraphrase should be in the student’s own words.

Because of the serious nature of plagiarism a case involving such is usually referred to the Discipline Committee, which can recommend that the student, if found guilty, be dismissed from the university. At the very least, the student will receive an automatic F in the course.

**Turning in Assignments**

All work should be turned in on time unless unusual circumstances exist and can be confirmed. If work should be turned in late **for any reason**, ten percent will be subtracted for each day up to one week. **After one week, assignments will not be accepted.** No assignments may be turned in at the English office. The staff has been instructed to not accept any student work. If a student misses class, it is the student’s responsibility to find out what was missed. Instructors are not responsible for any work left on or under their doors, or on their desks. In class assignments must be completed during the scheduled class time. In class assignments **cannot be made up..NO LATE RESEARCH PAPERS will be accepted.**

**Turnitin.com** – All essays should be submitted to turnitin.com by the due date. If the turnitin.com similarity percentage is over 10%, I will return your paper to you so you can make changes to lower the percentage.

Students are allowed only one **electronic-dog-ate-my-paper** excuse (e.g., my computer crashed, a virus ate my disk, or the lab printer wouldn’t work). The paper must be turned in the next class period. Start early and avoid the hazards of the electric dog. You **may not** use the **electronic-dog-ate-my-paper** for the final copy of the research paper (RE#3) or the take home portion of the final exam.

**Course Requirements**

**A semester’s work consists of the following assignments:** (I may choose to change the requirements of an assignment.)

**Essays** You will be writing two or three essays as well as the assignments connected to the research paper.

- Each essay will be written in stages. Writing is a recursive process.
The length of essays vary for each assignment  
Double-spaced and typed  
Font size no larger or smaller than 12; **Times New Roman**  
Proofread the essay and use spell check  
Margins no larger or smaller than one-inch around the borders  
All essays will require using outside sources with correct MLA documentation.  
Ten points for each class period the paper is late will be deducted (After 3 class periods, including the due date, the paper will not be accepted)

**Research Paper**
A research paper is an extensive, formal composition giving information learned by reading from a number of sources. The research paper itself is a summary of facts discovered and organized in an interesting, coherent manner. The purpose of research is to discover the facts about a topic and to come to a personal opinion based on a conclusion reached on the subject.

**Process:**
- **Read the assigned novel**  
  Develop a research proposal with an introduction and thesis.  
- **Research essay #1** – Based on thesis developed from novel.  
- **Annotated Bibliography**  
  12 sources listed in MLA style, ("Works Cited" format)  
- **Paraphrasing** from 8 sources you plan to use in your research paper which include - 2 abstracts, a brief summary of two articles, (minimum of one page - about 200 words typed), 3 books, 3 articles (from scholarly journals)  
- **Research essay #2** - Based on research from your 8 paraphrased sources  
- **Research essay #3** – Combining of RE#1 and RE#2  
- **Oral Presentation**: You will use RE#3 as the source for your oral presentation

**Tentative Schedule for English 1213**

**Week 1 -- 8/20-24  Welcome to Class**  
Mon: Introduction to course  
Wed: Assign novels for research paper  
Fri: Read Chapters 1-4 in *everything’s an argument.*

**Week 2 – 8/27-31**  
Mon: Assign Essay #1 – Discuss topic for essay  
Wed: Discussion from “E and A”  
Fri: Answer questions on essay #1 -Discuss from “E an A” chapters.

**Week 3 – 9/3-7**  
Mon: **Labor Day – no classes**  
Wed: Discuss MLA format (ch 20)
Fri: In class prepare a works cited page for the sources used in Essay #1. Go over how to set up essay and headers

**Week 4 – 9/10-14**

Mon: Work on Essay #1 in class  
Wed: Handout instructions for research paper and go over details.  
Fri: Bring a typed draft of Essay #1 to class with the works cited page for peer review.

**Week 5 – 9/17-21**

Mon: **Library Day – Meet in Chambers library – room 226 during your regular class time. ATTENDANCE IS REQUIRED.** Final copy of Essay #1 is due at the beginning of class. Tentative outline and thesis statement for RE#1 due on Fri.  
Wed: Discuss outline and thesis statement for research essay #1. Sign-up for conferences in library.  
Fri: Discuss “Handling Quotations” and documentation. **Tentative outline and thesis statement for RE#1 is due.**

**Week 6 – 9/24-28**

Wed: Conference in library. Return Essay #1. **WHILE IN THE LIBRARY, IN ADDITION TO INDIVIDUAL CONFERENCES, PLAN TO RESEARCH THE TOPIC FOR RESEARCH ESSAYS #2 AND #3**  
Fri: **Peer review of RE#1 include works cited page.** RE#1 is due Monday 10/1. On Wed. 10/3 bring at least 4 copies of the sources (books or articles) you plan to use in RE#2

**Week 7 – 10/1-5**

Mon: **RE#1 due.** Work on finding sources.  
Wed: Bring copies of the sources you plan to use in RE#2 (Check Research Paper Instructions). On each source highlight what you plan to use in your paper and paraphrase.  
Fri: Continue working on sources

**Week 8 – 10/8-12**

Mon: **Bring paraphrasing and annotations of sources to class**  
Wed: Work on preliminary introduction for RE#2 - include thesis statement. Bring completed introduction to class on October 15. Sign up for conferences  
Fri: **Fall Break - No Class**

**Week 9 – 10/15-19**

Mon: Peer review of introduction that you worked on in class on 10/10. Hand in introduction with thesis statement and peer review  
Fri: **Prep time for annotated bibliography**
Wed: Conferences in library over return RE#1 and discuss RE#2.
Fri: Conferences in library over return RE#1 and discuss RE#2.

Week 10 – 10/22-26
Mon: Go over Annotated bib in class Final discussion over paraphrase
Wed: Paraphrases of the eight sources you plan to use in your paper due
Fri: Return paraphrases - **For the last time** – in class discussion over Annotated bibliography. Work on tentative outline in class – **due on Mon. 10/29.**

Week 11 – 10/29-11/2
Mon: Annotated Bibliography is due – 12 sources – include the 8 sources you have paraphrased plus the 4 additional sources you consulted but decided not to use.
Wed: Peer review of RE#2
Fri: Assign final essay. Handout instructions for final essay

Week 12 – 11/5-9
Mon: **RE#2 is due.** Handout instructions for Oral Presentations.
Wed: Discuss abstract and critiques. Assign dates and times for oral presentations and sign up for conferences.
Fri: Discuss ch. 15 from “E an A”

Week 13 – 11/12-16
Mon: Conferences in library over RE#@ and discuss RE#3
Wed: Conferences in library over RE#@ and discuss RE#3
Fri: Question and answer time

Week 14 – 11/19-23
Mon: **RE#3 due.** Be sure to bring an extra copy of RE#3 for yourself so you can work on abstract
Wed and Fri. **Thanksgiving break**

Week 15 – 11/26-30
Mon: Oral Presentations and questions and answer about final essay
Wed: Oral Presentations
Fri: Oral Presentations

Week 16 – 12/3-7
Mon: Peer Review
Wed: Return RE#3
Fri: **Final exam essay**

Week 17 – 12/10-14

**Finals Week**
Electronic Dog Ate My Paper Coupon

Tear from syllabus, have instructor sign, and attach to late assignment.

Student’s name ___________________________ Assignment ________________________

Good for one late paper. The paper must be turned in the next class period. You **may not** use the **electronic dog ate my paper** for the final copy of the research paper (RE#3) or the take home portion of the final exam. If you do not use your “electronic dog,” at the end of the semester turn in your coupon and you will receive 10 extra credit points.

Date ___________________________ Approved ___________________________