ENG 1113: ENGLISH COMPOSITION

Fall 2012

CRN 10967 12:30 p.m. - 1:45 p.m. T/R LAR 133
CRN 10982 2:00 p.m. - 3:15 p.m. T/R LAR 219
CRN 10983 3:30 p.m. - 4:45 p.m. T/R LAR 219

ENGLISH DEPARTMENT
Dr. Matt Hollrah, Director of Freshman Composition LAR 105E 405/974-5614
Teresa G. Curtis 405-974-5667 (English Department Secretary)
www.libarts.uco.edu/english

INSTRUCTOR INFORMATION

Dagmar R. Rossberg
drossberg@uco.edu

Office hours and location: Tue/Thu 11:00 A.M. – 12:15 P.M. or by appointment in Chambers Library, first floor, near reference desk

COURSE DESCRIPTION AND OBJECTIVES

COURSE DESCRIPTION
This course provides instruction in college level writing, covering grammatical skills, rhetorical issues, and cognitive abilities necessary to produce effective academic prose. The primary purpose of first-year English is to produce writers of competent expository prose by providing an environment, which acts as an initiation into the academic world.

PREREQUISITES
None

TRANSFORMATIVE LEARNING OUTCOMES
Transformative learning is a holistic process that places students at the center of their own active and reflective learning experiences. All students at the University of Central Oklahoma will have transformative learning experiences in six core areas: discipline knowledge; leadership; research; creative and scholarly activities; service learning and civic engagement; global and cultural competencies; and health and wellness.

This course supports the following tenets of transformative learning:
• **Discipline Knowledge**—students explore, discuss, and practice the techniques, conventions, and processes that produce college-level writing.

• **Global and Cultural Competency**—students read and write analytically about global and cultural issues and direct writing to audiences of diverse backgrounds.

• **Problem Solving (Research, Scholarly, and Creative Activities)**—students analyze complex texts, produce creative and scholarly papers and presentations, conduct limited and focused research, and document sources.

• **Service Learning and Civic Engagement**—in service learning sections, students write about a significant service learning experience; in other sections, students learn how the public use of language has the potential to affect an audience and to effect a change in their communities.

• **Health and Wellness**—students read about, write about, and discuss those intellectual, emotional, and spiritual issues that give human existence vitality and meaning.

**COURSE OBJECTIVES**

Students taking ENG 1113 will learn the following:

• How to balance claims and evidence within various pieces of writing, how to develop a complex central controlling idea (or thesis), and how to analyze a range of texts and writing subjects

• How to develop a sense of purpose when writing, how to deliver the significance or “so what?” of a paper to readers, and how to aim writing at various particular audiences

• How to present ideas logically or in the order generally dictated by the genre of writing being undertaken, how to organize writing into effective introductions, conclusions, and body paragraphs, how to sequence individual sentences effectively within paragraphs, and how to create smooth transitions between ideas and paragraphs

• How to write with an engaging voice, how to use a variety of sentence structures effectively, how to adjust word choice for various audiences, and how to use quotations and paraphrases effectively

• How to document sources properly and avoid plagiarism, how to follow the conventions of standard written English

• How to revise writing by working through multiple drafts of an assignment, how to be more aware of one’s individual writing process, how to proofread and edit one’s own work as well as others’, how to give and incorporate feedback into one’s writing

**TEXTBOOKS**


**OTHER SUPPLIES OR RESOURCES**

Required: Dictionary, flash drive, STAPLER, UCO e-mail account

Refreshing: positive attitude! 😊
COURSE OUTLINE, GRADING, AND PARTICIPATION REQUIREMENTS

COURSE OUTLINE
Assignments
A semester’s work consists of five written assignments:
-- Assignment # 1 (Essay) must be at least 500 words
-- Assignment # 2 (Business Communication) to be discussed
-- Assignment # 3 (Essay with research component)) must be at least 650 words
-- Assignment # 4 and # 5 (Book Report and Film Review) are in-class assignments

Assignment # 1 and # 3 must have an effective introduction, a substantially developed body, and a well-rounded conclusion.
Assignment # 1 and # 3 must:
- be without cover page!
- be typed and double-spaced
- have font-size of 12 (no fancy font style)
- have one-inch margins
- be correctly formatted
- show word count
- be legible, stapled and presentable

Film Review/ Book Report Assignment
The requirements for both assignments will be discussed in class.

Participation/Homework Assignments
Vigorous oral in-class participation is expected. These assignments may consist of written in-class projects and/or homework.

Oral Presentations
This presentation acts as closure to the writing process and the semester. Treat it as a celebration and sharing of the writing adventure. You may pick your own topic with prior approval. Approval must be obtained from the instructor at least ten days prior to the presentation unless otherwise discussed.

DATE AND TIME OF FINAL EXAM FALL 2012
This course will conclude in a final exam to take place in your respective classrooms
The dates/times are as follows:

<table>
<thead>
<tr>
<th>Time</th>
<th>Day</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:30 am</td>
<td>T / TR</td>
<td>December 11</td>
</tr>
<tr>
<td>2:00 pm</td>
<td>T / TR</td>
<td>December 13</td>
</tr>
<tr>
<td>3:30 pm</td>
<td>T / TR</td>
<td>December 11</td>
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NUMBER OF EXAMS AND POINTS AND PERCENTAGES FOR EACH EXAM
This course will have one in-class timed exam (100 pts) which constitutes 20% of the final grade
### NAMES AND DESCRIPTIONS OF REQUIRED ASSIGNMENTS AND POINTS AND PERCENTAGES FOR EACH ASSIGNMENT

<table>
<thead>
<tr>
<th>Assignment #</th>
<th>Description</th>
<th>Points</th>
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<tbody>
<tr>
<td>1</td>
<td>Essay</td>
<td>10%</td>
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<tr>
<td>2</td>
<td>Business communication</td>
<td>10%</td>
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<tr>
<td>3</td>
<td>Essay with research component</td>
<td>15%</td>
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<tr>
<td></td>
<td>Book Report (1) in-class assignment (70 pts) *</td>
<td>10%</td>
</tr>
<tr>
<td></td>
<td>Film Review (1) in-class assignment (30pts.) *</td>
<td>5%</td>
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<tr>
<td>Participation</td>
<td></td>
<td>5%</td>
</tr>
<tr>
<td>Homework/in-class assignments</td>
<td></td>
<td>5%</td>
</tr>
<tr>
<td>Oral presentation</td>
<td></td>
<td>15%</td>
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<tr>
<td>Attendance</td>
<td></td>
<td>10%</td>
</tr>
<tr>
<td></td>
<td>Final</td>
<td>20%</td>
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<tr>
<td><strong>Total:</strong></td>
<td></td>
<td>100%</td>
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The maximum points for each unit: **100 points**

* will be counted as one unit

### GRADING SCALE

<table>
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<tr>
<th>Percentage</th>
<th>Grade</th>
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<tbody>
<tr>
<td>90 - 100%</td>
<td>A</td>
</tr>
<tr>
<td>80 - 89%</td>
<td>B</td>
</tr>
<tr>
<td>70 - 79%</td>
<td>C</td>
</tr>
<tr>
<td>60 - 69%</td>
<td>D</td>
</tr>
<tr>
<td>59% and below</td>
<td>F</td>
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### CLASS MANAGEMENT INFORMATION

### ATTENDANCE POLICY

The First-Year Composition Program has a standard attendance policy for all courses in the program. Upon the ninth absence in a MWF section or upon the sixth absence in TR section, the student will fail the course. Absences due to a university sponsored event or military service, if formally excused, will not be counted towards these totals.

For classes that meet on **Tue/Thu**: If a student misses more than four (4) classes, the student is encouraged to drop. Two late arrivals to class count as one (1) absence. One missed library attendance, if unexcused, counts as two (2) absences. Each student has one (1) free absence during the semester.

**Please note:** Students must inform the instructor promptly for any absence to be considered excused. A formal document (e.g. excuse note from physician, coach, lawyer/judge) must be produced and given to the instructor in a timely manner for any absence to actually be excused.
LATE WORK POLICY
Late or make-up work is accepted only with an excused absence. All make-up work must be completed within two class periods of the absence. It is the student’s responsibility to find out what was missed.

PLAGIARISM POLICY
Plagiarism is a form of academic dishonesty in which a student presents the words or ideas of another author in a way that intentionally misleads a reader to believe that the words or ideas were the student’s. Instructors have numerous options for dealing with confirmed cases of plagiarism, ranging from asking students to repeat an assignment to failure of the course and other severe university sanctions. The procedures for dealing with confirmed cases of academic dishonesty are located in the Student Code of Conduct, section IV.D.4.

TURNITIN.COM POLICY
UCO subscribes to the Turnitin.com plagiarism prevention service. Students agree that by taking this course, all required assignments may be subject to submission for textual similarity review to Turnitin.com for the detection of plagiarism. All submitted assignments will be included as source documents in the Turnitin.com restricted access reference database for the purpose of detecting plagiarism of such assignments. Use of the Turnitin.com service is subject to the Terms and Conditions of Use posted on the Turnitin.com website. Turnitin.com is just one of various plagiarism prevention tools and methods which may be utilized by your faculty instructor during the terms of the semesters. More information concerning dishonest academic conduct can be found on page four of the UCO Student Code of Conduct located at http://www.uco.edu/conduct/code.html

CLASSROOM CONDUCT AND TECHNOLOGY POLICY
Come to class on time!
No tobacco is allowed in class or, as of recent, on campus. This includes chewing tobacco. Please turn off electronic devices (i.e. CELL PHONES) while in class and store them in your backpacks for the duration of class! Checking or sending text messages during class time is prohibited. Laptops may not be open during lectures without permission. Refrain from eating during class; remove sun glasses and caps when in the class room. Do not talk unless encouraged by the instructor. Raise your hand if you want to talk and be attentive and respectful to the person who was given permission to talk. When in need to leave the class room, temporarily or otherwise, be minimally intrusive. The instructor has the right to ask an uncooperative student to leave the class. Should a student be asked to leave the classroom because of an “electronic device violation,” he/she will be counted as absent for the entire class period.

NEED EXTRA HELP?
Free tutoring is available at the Tutoring Center. Tutors are standing by to help the student with his/her writing/composition problems. To schedule an appointment, the student may call 405-974-2487.

OTHER UCO POLICIES

UCO STUDENT INFORMATION SHEET AND SYLLABUS ATTACHMENT is attached.

The online version is available at http://broncho2.uco.edu/academicaffairs/StudentInfoSheet.pdf
Tentative Schedule for English 1113

PSM= Pocket Style Manual
FT= Fresh Takes

Week 1 (Aug 20-24)

Tue: Welcome
   Introduction to Course: Salutations and Expectations
   Classroom Etiquette
   Who am I? (handout or e-mail attachment)
   “Purple is not my color” . . . How do we learn?

Thu: How do we read critically? (FT 3-6)
   Exploring Writing Anxiety and Strategies
   Procrastination (FT 40)
   (“Format” handout as handout or e-mail attachment)
   Brief Introduction to e-mail communication/etiquette
   http://owl.english.purdue.edu/owl/resource/636/01/
   Discuss: “If I could write an essay” (FT 66 -74)
   Complete self-questionnaire FT 64-65 and write brief summary

Week 2 (Aug 27 – 31)

Tue: In-class assignment
   Discuss: “Not Poor, Just Broke” (FT 175 - 177)
   “Learning to Read and Write” (FT 169 - 171)

Thu: Assignment 1: Draft due (40 pts)
   How Do We Write Critically (FT 35 +)
   The Rhetorical Situation (FT 36, 37)
   Learning to read visual discourse (FT 17, 18)
   Is the author honest? Understanding Ethos
   Who is your audience? Understanding Pathos
   Does it make sense? Understanding Logos
   Discuss: “What Is Poverty” (FT 253 - 255)

Week 3 (Sep 3-7)

Tue: Thesis statement (FT 43)
   Some thesis problems (FT 44)
   Shaping effective paragraphs
   Paragraphing (FT 47)
   http://owl.english.purdue.edu/owl/resource/606/01/
   Unity, Transitions and Coherence
   Opening/Closing paragraphs
   Discuss: “How to say nothing in 500 words” (FT 195 - 203)
Thu: Language/formal v. informal
Gender in our Society

*Discuss: “Sexism in English . . .” (handout, e-mail attachment or link)
“The Androgynous Man” (FT 307 - 309)
“Our Barbies, Ourselves” (FT 323 - 325)

Week 4 (Sep 10-14)
Tue: Sign up for conference
   ... to be announced
   Humor and dialogue in essays *
   *Discuss: “Independence Day” (FT 414 - 416)

Thu: Professional Communication: The Business Letter
   The Tone in Business Writing
   Business Letter: Accentuating the Positive
   http://owl.english.purdue.edu/handouts/print/pw/g_parallel.html

Week 5 (Sep 17-21)
Tue: Conference (10pts) No class (conferences will take place in library)
Thu: Conference continues
   (Please arrive on time to receive full points)

Week 6 (Sep 24 – 28)
Tue: Conference continues
Thu: Conference continues

Week 7 (Oct 1 - 5)
Tue: Library Instruction Day Part 1
   Effective/ non-traditional research
   (Meet in library, main floor, near reference desk.)

Thu: Library Instruction Day Part 2
   Effective/ non-traditional research
   (Meet in library, main floor, near reference desk.)
   Assignment 1: Revised paper due (50 pts)

Week 8 (Oct 8-12)
Tue: Assignment 2: Business letter draft due (40 pts)
   Revising, Editing . . . proofreading skills examined
   Conciseness: Methods of Eliminating Wordiness
   http://owl.english.purdue.edu/owl/resource/635/1/
   http://owl.english.purdue.edu/handouts/print/general/gl_concise.html
Thu: Fall Break ———— NO CLASS 😊

**Week 9 (Oct 15-19)**

**Tue:** Writing Stylish Sentences  
Levels of Language (FT 548)  
Homonyms and Confusing Words  
Exploring Argument: Power of Style and Word Choice  
Grammar (handout/e-mail attachment)  
*Parallel Structure*  
[http://owl.english.purdue.edu/handouts/print/grammar/g_parallel.html](http://owl.english.purdue.edu/handouts/print/grammar/g_parallel.html)  
*Active and Passive Voice*  
[http://owl.english.purdue.edu/handouts/print/grammar/g_actpass.html](http://owl.english.purdue.edu/handouts/print/grammar/g_actpass.html)

**Thu:** Technology and Us: How Do We Survive in a Technological World?  
*Discuss:* “Big Brother Under Your Skin . . .” *(FT 520 - 522)*  
“How Computers Make Kids Dumb” *(FT 510 – 512)*

**Week 10 (Oct 22-26)**

**Tue:** Approaches to writing about films *(FT 21 +)*  
Film . . . to be announced

**Thu:** Film . . . continues  
Food: Friend and Foe (bring “food homework” to class)

**Week 11 (Oct 29- Nov 2)**

**Tue:** PLAGIARISM . . . IT DOES NOT PAY (handout or e-mail attachment)  
Brief introduction: MLA STYLE  
*Discuss:* “The History of Halloween” *(FT 412 - 414)*

**Thu:** Assignment 2: Revised Business Letter due (60 pts)  
**In-class assignment:** Film review/analysis (30 pts) Please note: Do not plagiarize your film review in any way, and I mean in ANY WAY! I want your work. Your words and ideas, or, if appropriate, correctly cited quotes. The result of a plagiarized film review will be an automatic F for the entire project which consists of the book report and the film review (100 pts. total) and constitutes 10% of the final grade.

**Week 12 (Nov 5-9)**

**Tue:** Assignment 3: Draft due (40 pts)  
Oral Communication: Components of a well-rounded presentation

**Thu:** **In-class assignment:** Book report/analysis (70 pts). Please note: Do not plagiarize your book report in any way, and I mean in ANY WAY! I want your work. Your words and ideas, or, if appropriate, correctly cited quotes. The result of a plagiarized book report will be an automatic F for the entire project which consists of the book report and the film review (100 pts. total) and constitutes 10% of the final grade.
**Week 13 (Nov 12-16)**

**Tue:** Figurative Language (FT 14, 549+)
   Connective Language
   Grice’s Maxims (handout or e-mail attachment)

   **Discuss:** Sermon: “Being a good neighbor” (FT 235 - 239)
   Speech: “I have a Dream” (FT 393 - 397)
   Poem: “Suicide Note” (FT 397 - 399)

**Thu:** Oral Presentations

**Week 14 (Nov 19-23)**

**Tue:** Oral Presentations

**Thu:** Happy Thanksgiving

**Week 15 (Nov 26-30)**

**Tue:** Oral Presentations

**Thu:** Oral Presentations

**Week 16 (Dec 3-7)**

**Tue:** Oral Presentations

**Thu:** Review for Final Exam

   **Assignment 3: Revised paper due (60 pts)**

**Week 17 (Dec 10-14)**

   Final Exam Week (Final Exam constitutes 20% of grade)
   (See “DATE AND TIME OF FINAL EXAM”)

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**HAPPY HOLIDAYS AND A HEALTHY New Year**