ENGLISH COMPOSITION

CRN 11309, LA 128A
TR 9:30 – 10:45 AM
CRN 11485, LA 128A
TR 11:00 AM– 12:15 PM
FALL 2012
ENGLISH DEPARTMENT

INSTRUCTOR INFORMATION

JANEEN MYERS

405-974-5668
LA 118
jmyers17@uco.edu

CAN MEET WITH INSTRUCTOR BY APPOINTMENT

COURSE DESCRIPTION AND OBJECTIVES

CATALOGUE 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 diverse audiences.

- **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

Dictionary, flash drive, large manila envelopes, loose leaf notebook paper

COURSE OUTLINE, GRADING, AND PARTICIPATION REQUIREMENTS

COURSE OUTLINE

The basic schedule of assignment due dates, readings, quizzes, exams, etc. for the course will be provided on a separate handout.

DATE AND TIME OF FINAL EXAM

<table>
<thead>
<tr>
<th>Time</th>
<th>Day</th>
<th>Date</th>
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<tbody>
<tr>
<td>9:30 am</td>
<td>TR</td>
<td>December 11, 2012</td>
</tr>
<tr>
<td>11:00 am</td>
<td>TR</td>
<td>December 13, 2012</td>
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NAMES AND DESCRIPTIONS OF REQUIRED ASSIGNMENTS AND PERCENTAGES OF CREDIT FOR EACH ASSIGNMENT

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Essay 1</td>
<td>10%</td>
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<tr>
<td>Essay 2</td>
<td>15%</td>
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<tr>
<td>Essay 3</td>
<td>20%</td>
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<tr>
<td>Essay 4</td>
<td>25%</td>
</tr>
<tr>
<td>Homework/Quizzes/Misc. Writing</td>
<td>15%</td>
</tr>
<tr>
<td>Class Participation</td>
<td>5%</td>
</tr>
<tr>
<td>Final Exam/Oral Presentation</td>
<td>10%</td>
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Essays (70%):

A semester’s work consists of four essays; students choose topics with approval by the instructor.

• Essay #1 and #2 contain 1000-1250 words.
• Essay #3 and #4 contain 1250-1500 words.
The writing process is recursive, involving
  • Prewriting
  • Drafting
  • Revising
  • Editing
  • All essays must have an effective introduction, a substantially developed body, and a satisfactory conclusion.
  • The essay must be turned in on time to receive full credit.
  • Attendance during revision and editing sessions is required for full credit.

All final drafts follow MLA formatting style and have the following requirements:
  • It must be typed and double-spaced.
  • Font-size must be no bigger than 12, using Times New Roman or Arial font style.
  • A default margin is needed; no fancy borders.
  • No cover page is required.
  • The ink must be legible; the student is responsible for finding a printer with readable ink.
  • Papers must be turned in with all copies of pre-writing, drafts, Peer and Self Review sheets, and any research material used in the essay in a large manila envelope. **Papers cannot be graded without this material.**

QUALITIES NECESSARY IN A STUDENT COMPOSITION

Content and Purpose:
  • A writer's voice expressing originality and creativity—expressed through a personal style and tone—which supports the author’s purpose; this should include a surprise factor that views a topic in a fresh manner;
  • An understanding of audience (pathos), demonstrating the appropriate tone, and an awareness of the rhetorical situation;
  • A clear thesis (purpose) and a properly limited subject.

Organization and Unity:
  • At the paragraph level: a unity of expression within the individual paragraphs shows that the composition flows; this means the existence of a coherent and orderly progression of ideas within and between paragraphs;
  • At the essay level: an arrangement of the essay as a whole which is well crafted with an introduction, a body, and a conclusion; it is not something merely pasted together at the last moment;
  • At the thesis level: a unity of voice where the essay demonstrates an adequate, consistent connection to the essay’s thesis throughout and a strong use of stated or implied topic sentences within individual paragraphs.
Process and Revision:
- A revised essay: an essay that has been developed and reworked thoroughly;
- Attendance: a way to demonstrate the revision process; being in class on time with completed typed drafts; attending any scheduled conferences with the teacher; and being on time with those conferences;
- Promptness: an essay must be turned in on time to receive full credit.

Language and Grammar:
- A superior level of diction, which demonstrates an awareness of the English word—the use of definite, concrete, and vivid words instead of the general, the vague, the abstract, and the hackneyed;
- A personal style, which includes a sentence level sophistication of forcefulness and succinctness showing some variety and an awareness of the possibilities of figurative language; evidence of objectivity; a critical mind (logos) should be apparent.
- The elimination of the following errors:
  a. unjustifiable fragment
  b. unjustifiable comma splice
  c. fused sentence
  d. problems in agreement
  e. incorrect agreement
  f. dangling modifier
  g. shifts in tense and person
  h. misuse of verb forms
  i. misspelled words
  j. other errors

Homework/Quizzes/Miscellaneous Writing (15%):
- These assignments will be made from time to time and may be composed of annotating readings, quizzes, class work, and homework.
- Reading assignments from our text and outside sources and original student writing will be included in these assignments.
- Attendance is required on the days these assignments occur. Assignments will be turned in at the beginning of class. No make-up is allowed.

Class Participation (5%):
- You are responsible for peer reviews to read and offer feedback on other students’ writing.
- You should be prepared to lead a discussion for a small group.
- You should be prepared to share ideas from your group with the class.
- You should be prepared to read aloud or respond to the class discussion.
- Coming to class with homework and reading assignments complete will prepare you for participating in class activities mentioned above.

Presentations: Oral/Multi-media. Final Exam – 5-7 Minutes (10%):
- Section 11309, December 11, 2012, 9:00 a.m.
- Section 11485, December 13, 2012, 11:00 a.m.
Students will present a special report to the class for the final exam that will be supported and illustrated with a multi-media presentation. Students choose a topic from the list provided by the instructor and may give their report either with a partner or by themselves.

**NOTE:** It may be necessary for some students to present their oral reports in the week preceding final exams in order that all reports can be given in the time required.

**GRADING SCALE**

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Grade</th>
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<tbody>
<tr>
<td>90 – 100%</td>
<td>A</td>
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<tr>
<td>80 - 89%</td>
<td>B</td>
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<tr>
<td>70 - 79%</td>
<td>C</td>
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<tr>
<td>60 - 69%</td>
<td>D</td>
</tr>
<tr>
<td>59% - 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 will not be counted towards these totals.

- Class attendance is mandatory.
- For a class that meets on TR, if a student misses more than five classes, the student is encouraged to drop. If a student misses six (6) class periods, even if they are excused, the student will fail.
- If you must be absent, notify the instructor either by e-mail or on the day of returning. You might communicate with a friend in class, so you can keep up with assignments.
- Being tardy and/or leaving early three times equals one absence.
- If you have to miss too many classes due to illnesses or unforeseen tragedies, please consider an emergency Withdraw.

**LATE WORK POLICY**

- Because class attendance is mandatory, no late essays are accepted without an excused absence.
- All late work must be turned in within three (3) school days of the absence.
- It is the student’s responsibility to keep track of due dates.
- Students must bring a written document from a doctor for an absence to be excused.
- Homework, quizzes, and miscellaneous writing may not be turned in late.
PLAGIARISM

All writing assignments that students submit for this course must either be entirely their own or properly documented. If not, the student is guilty of plagiarism, which is not tolerated at UCO. The instructor wishes the student to have a clear idea of what plagiarism is from the start so that there can be no mistake later. There are two major types of plagiarism:

- **Word-for-word copying, without acknowledgment, of the language of another writer.** Having another person write or dictate all or part of one’s composition is plagiarism of this kind and is clearly forbidden. But, in addition, the student should copy NO printed passage, no matter how brief, without acknowledging its 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. Also,

  **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 of the author’s style. A paraphrase should be in the student’s own style.

- **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 the student is not sure whether or not an author’s idea is distinctive, he or she should assume that it is: no fault attaches to the over-acknowledgment, but under-acknowledgment is plagiarism.

**Ways to avoid plagiarism:** No fault is attached to the over-acknowledgment of ideas, but under-acknowledgment is plagiarism. When using quotations, the student should incorporate brackets [ ] to add comments within a given passage, add three periods . . . to imply words that have been deleted, or use [sic] to tell the reader of a mistake made by the author or publisher.

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” for the course.

**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.

TECHNOLOGY POLICY

Cell phones, laptop computers, and handheld electronic devices should be turned off during class.

OTHER UCO POLICIES

UCO STUDENT INFORMATION SHEET AND SYLLABUS ATTACHMENT

Please refer to the following URL for more information regarding UCO policies.

http://broncho2.uco.edu/academicaffairs/StudentInfoSheet.pdf