

English 101: English Composition I
Course Syllabus
Spring 2007

Instructor: Lara Golden **Office:** 520 **Office Hours:** Instructor will announce

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Course Description: This is a college transfer course that focuses on the study of composition together with suitable literary selections and continual theme assignments to strengthen effective writing. Standard grammar usage and basic research techniques will be presented as well.

Prerequisite: Acceptable placement scores or successful completion of ENG 100 and RDG 100.

REQUIRED Textbook: *From Idea to Essay*, 11th edition, by McCuen and Winkler
English Composition I Course Handbook (available in bookstore)

PLEASE NOTE: By the end of the first week of classes, **ALL** students are required to have the textbook. College Policy states students who do not have textbooks will be asked to leave the class and not return until they acquire the textbook. This Policy will be strictly enforced so that each student has every opportunity to do his/her best in this class.

Course Requirements:

1. All out-of-class essays must be word-processed using **Times New Roman, font 12 only**; all other fonts will be returned and graded as late after correction.
2. Work is due when it is due; **late work will be penalized 10 points per day**.

Course Outcome:

1. Students will be able to demonstrate a range and quality of writing.
2. Students will be able to understand the various types of essay development and communicate research findings.
3. Students will demonstrate proper MLA documentation.
4. Students will present an organized and well-developed oral presentation.

Statement on Written Assignments: The instructor reserves the right to refuse any paper/assignment that is messy or unreadable. Incorrect grammar and spelling errors will be noted. Papers will be graded on the basis of content, organization, grammar, and neatness.

College Policies: Students are reminded of the College Policy regarding **Academic Dishonesty** as outlined in the **Student Code Handbook**. Should a student break College Policy and complete any assessment not entirely his/her own work, plagiarize, or by using unauthorized materials, said student will receive a grade of O/F on that assignment.

Students with Disabilities are encouraged to contact the Vice-President for Student Services to discuss needs or concerns as they pursue an academic program and participate in campus life. As outlined in the **College Catalog, page 14**, the Vice-President for Student Services will provide guidance regarding official documentation of disabilities and/or accommodation of needs.

Attendance:

Students are expected to attend class and be punctual. Absences are a serious deterrent to the learning process. This course is extremely learning intensive and requires much responsibility. An absence in **NO WAY** lessens that responsibility. Students are to meet **ALL** course requirements in order to pass the class. Please take note of the following explanations:

- 1) **Students must attend a minimum of 80% (eighty percent) of scheduled class meetings.** There are **NO** excused absences unless decided upon by the administration (usually only weather or school related). If a student is not physically in the classroom, the student is considered absent. If a student misses more than **20% (twenty percent) –nine (9) absences for MWF classes and six (6) absences for TTh classes** – of scheduled class meetings, the student will be dropped from the course and will receive a grade of **“F”**.
- 2) **If a student is more than five minutes late for class, the student will be recorded as being tardy.** Three tardies constitute one absence. If a student arrives to class thirty (30) minutes late, the student will be counted absent.

For each tardy and absence, the student must discuss the situation with the instructor at the end of the class session. Students do not need to make tardiness a habit.

- 3) **If a student must leave class early, the instructor must be notified before class starts.** If the instructor is notified before class starts, then the student will be able to get all assignments that will be given during class. **If a student leaves class before dismissal and without notifying the instructor before class started, the student will be marked as absent.**
- 4) **Beginning Fall 2005, ALL students are required to have their valid NETC photo ID with them at all times.** If a student arrives to class without the ID visibly displayed, the student will be asked to show the ID. **If the student does not have the ID on his/her person, the student will be asked to leave the class and will not be allowed to return until he/she can show the valid NETC photo ID.** This Policy has been instituted to provide protection for all students and faculty on the campus. Please be mindful of this and always have the ID available.
- 5) **When a student has accumulated three (3) absences (or six tardies), the instructor will notify the administration in writing.** A member of the Student Services staff will contact the student. This is necessary to make the administration aware of the absences and to remind the student that attendance is imperative to the completion of the course.
- 6) **Make up work is the student’s responsibility.** When a student is absent from a class, he or she **MUST** contact the instructor to obtain information regarding classroom assignments.

Make-Up Work: There is **no** guarantee of make-up work. Each case will be evaluated on its own merit. If an announced test is missed, you are required to notify me in advance in order for a make-up to even be considered. The student must then provide a **written, verifiable excuse (doctor’s excuse, etc.)** upon his or her return to class. Students will then have **one week** to

make-up the test. If you are absent on a day when work is to be submitted, it is still your responsibility to make sure the work is received on time.

Should the student be late for a quiz or fail to follow the above procedure, the student will receive a 0 on that assignment. *If you are puzzled by an assignment, do not understand an essay grade, or simply need help, please come talk with me during office hours. If my office hours do not fit your schedule, please feel free to call or email.*

Withdrawal Policy: Withdrawals with a grade of W will be awarded through midterm regardless of the student’s academic performance; however, a grade of WF (withdraw failing) will be awarded if the student withdraws after midterm with a failing average. **No withdrawals are permitted 2 weeks before the semester’s end.**

Classroom Etiquette: An integral part of an education is developing a sense of responsibility toward the self as well as others. In the classroom, exhibiting appropriate behavior reflects maturity. Arriving late to class, being unprepared, inappropriate talking while class is in session, etc., negatively reflects upon you and your fellow students. Please be considerate.

Students are reminded of College Policy regarding cell phones, beepers, pagers, etc.; all must be turned off upon entering class and must remain unseen during class.

Course Evaluation:

- Descriptive Paragraph– 5 %
- Narrative Essay – 10%
- Comparison/Contrast Essay – 15%
- Causal Analysis Essay – 20 %
- Research Essay and All Components – 30%
- Oral Presentation – 10%
- Pop Quizzes, In-Class Assignments, and Homework – 10%

Descriptive	Narrative	Com/Con	Causal Analysis	Research Paper	Oral Presentation	PQs, IAs, and HW

Grading Scale:

- 100 – 90 A
- 89 – 80 B
- 79 – 70 C
- 69 – 60 D
- 59 and below F

Tentative Course Outline

- Week 1
- January 9–12
- LATE REGISTRATION (January 8)**
- DROP & ADD (January 9)**
- January 9 -** Course Orientation & Writing Assignment
- January 11 -** Grammar Fundamentals (615 – 632)

- Week 2
January 15 – 19
- January 16** – Punctuation Review: The Comma (684-686)
The Semicolon (686-689)
The Apostrophe (688-689)
- January 18** – Levels of Usage: Word Choice, Homonyms, Errors in Diction (658-674)
■ *homework exercises*
- Week 3
January 22 – 26
- January 23** – Ranking, Transitions, and Wordiness (674-678)
Sentence Types
■ *homework exercises*
- January 25** – Errors with Sentences (Sentence Structure Errors) (634 – 637)
■ *homework exercises*
- Week 4
January 29 – February 2
- January 30** – Errors in Agreement: Verbs (637 – 640)
■ *homework exercises*
Pronouns: Agreement and Case (640 – 653)
■ *homework exercises*
- February 1** – The Paragraph (70– 101)
- February 6** – Read: “How to Say Nothing in 500 Words” (Roberts) p.p. 378 – 386
Assign Writing Workshop Groups
Assign Descriptive Paragraph
- Week 5
February 5 – 9
- February 8** – Elements of the Essay (33 – 50)
Planning and Organizing the Essay (102 – 124)
Outlining (113 – 114)
- February 13** – **READ:** “In Another Country” (184 – 188)
How to Write a Narrative (163-168)
ESSAY ASSIGNMENT (Narrative)
Rewriting Assignment (page 194)
Descriptive paragraph is **DUE**
- Week 6
February 12 – 16
- February 15** – Read “The Tell-Tale Heart” (189 – 193)
Narrative introduction paragraph **due**
- Week 7
February 19 – 23
- February 20** – **READ:** “Diogenes and Alexander” (320– 323) &
“Dream House” (304 – 311)
How to Write a Comparison/Contrast (314-319)
ESSAY ASSIGNMENT (Comparison/Contrast)
■ *Exercise: Photo Writing Assignment (343)*
- February 22** – NO CLASSES – **NARRATIVE ESSAY DUE**
STUDENTS ARE TO EMAIL/FAX NARRATIVE ESSAY TO INSTRUCTOR
- Week 8
February 26 – March 2
- February 27** – **READ:** “The Girls in Their Summer Dresses” (430 – 434), “Money”
(435 – 436) & “Why We Crave Horror Movies” (456-459)
Articles Placed on Reserve
How to Write an Analysis of Cause (436-444)
ESSAY ASSIGNMENT (Causal Analysis)

	<p>March 1 – MIDTERM ESSAY DUE (Comparison/Contrast) Introduction paragraph and thesis statements for causal analysis essay due</p>
<p>Week 9 March 5 – 9</p>	<p>March 6 – WORKSHOP: Taking Effective Notes Effectively Using Quotations & Paraphrases Using MLA Correctly</p> <p>March 8 – Two body paragraphs for causal analysis essay due</p>
<p>Week 10 March 12 – 16</p>	<p>March 8 – READ: “What Would Happen If We Legalized Gay Marriages?” (519-523) & “The Marriage Buffet” (523-526) How to Write an Argument (483-497) RESEARCH ESSAY ASSIGNMENT (argumentative)</p> <p>March 15 – Rewriting Assignment (531) ESSAY DUE (Causal Analysis)</p>
<p>Week 11 March 19 – 23</p>	<p>March 19 – Library Orientation WORKSHOP: The Research Process Begin Literature Search</p> <p>March 22 – TOPIC PROPOSAL DUE</p>
<p>Week 12 March 26 – 30</p>	<p>March 26 – Continue Literature Search WORKSHOP: Outlining and Essay Planning</p> <p>March 30 – OUTLINE DUE WORKSHOP: Writing an Annotated Bibliography Rough Draft Formation MLA Q&A</p>
<p>Week 13 April 2 – 6</p>	<p>SPRING BREAK – COLLEGE CLOSED</p>
<p>Week 13 April 9 – 13</p>	<p>April 10 – MLA Workshop Continued</p> <p>April 12 – ANNOTATED BIBLIOGRAPHY DUE</p>
<p>Week 14 April 16 – 20</p>	<p>April 16 – Research Essay Preparation</p>
<p>Week 15 April 23 – April 27</p>	<p>April 19 – DOCUMENTED Rough Draft DUE April 24 – Oral Presentation Preparation WORKSHOP: Effective Oral Communication</p> <p>April 26 – Research Essay Due</p>
<p>Exam Day</p>	<p>Oral Presentations Due</p>