

English Composition I

Class Meeting Time: Mon. & Wed. – 8:10–9:50 AM
Instructor’s Office: C-213
Office Hours: Mon. & Wed.: 7:40–8:10 AM; 11:40-3:10 PM
Office Telephone: (330) 684 – 8750 or (330) 972-8750 (from Akron)
E-mail: jminc@uakron.edu

Required Texts and Materials:

Reading Critically, Writing Well, 6th edition, Axelrod and Cooper
The Brief English Handbook, 7th edition, Dornan and Dawe
1 pocket folder for journal entries
1 pocket folder for papers and drafts
3 ½” floppy disks for saving class work and papers

Course Description:

English Composition I is a course about writing. It is designed to help you develop your college level writing skills. Because writers learn to write by writing, this course puts a premium on that craft. In this course you will be encouraged to become aware of your own skills and needs as a writer as you learn about the strategies for organizing and controlling what you write. The goal of this course is to help you discover some of the many ways to clearly and effectively express your ideas in writing and, in the process, to become a more confident and competent writer.

Instructional Methods:

Instructional methods for this course will be lecture, discussion, writing, and group work.

Course Rationale:

Writing is an essential skill that everyone needs to master in order to succeed academically and professionally. Regardless of your major or career choice, you will find that the ability to express your ideas clearly and effectively in writing is an expectation of your professors and future employers. English Composition I will provide you with instruction and practice in writing so that you can become a more successful writer at the college level and beyond.

Learning Outcomes:

Upon successful completion of this course, the student will be able to:

1. Address a specific writing assignment or task
2. Unify an essay around a central idea.
3. Use writing to clearly express, reflect upon, and analyze ideas.
4. Organize writing effectively.
5. Support ideas with examples, evidence, and details.
6. Use correct punctuation and grammar.
7. Use effective sentence structure and syntax in writing.

8. Develop pre-writing strategies.
9. Improve critical reading skills.

Writing:

Journals: Journals provide you with an opportunity to practice writing, to read critically, and to develop ideas for papers. Journals are primarily graded on the extent to which you address the specific assignment and explore ideas; however, if punctuation errors, misspellings, or problems with sentence structure interfere with comprehension, points will be deducted from your journal grade. Often your journal entry can be expanded and developed into a paper, so take the time to make your journal writing worthwhile.

Journal entries must be at least **1 page in length, typed, and double-spaced.** Use **standard (1") margins** and **12-point font size.** **Any journal shorter than this length will be read but will not earn points.** Number each journal assignment, and collect your entries in a folder. Bring your journals to each class so you have them available for writing and peer group work.

Drafts: Writing a well-written paper is hard work that can be made easier if you do it in a series of stages. Writing a first draft, getting feedback from others, re-thinking your writing strategies, and then revising your draft (perhaps several times) will help you write a better paper. This course is organized to help you do that. There will be opportunities for peer editing and student/teacher conferencing. Be sure to save the separate drafts of your papers to demonstrate how your papers evolved. **Copies of your rough drafts and peer review sheets are required for each paper; grades will be lowered one full grade if these are not included along with your final draft in your paper folder.**

Papers: You will be writing 4 formal papers in this course. They will range in length from 750 to 1,000 words in length. All papers should be typed in **12-point font size and double-spaced with standard (1") margins.** They should be submitted for a grade in a pocket folder along with earlier drafts, any peer review sheets, and a disk copy.

Paper Revisions: For your first 3 papers, you will have the opportunity to improve your grade by revising the errors or problem areas in your paper. You will receive more detailed information about the procedure for revision later in the course. You must submit your revised paper within 1 week of receiving your original graded paper. After that time, no revision points can be earned. If you do not understand the corrections or need help to revise your paper, please come to see me or go to the Writing Center. If your paper needs extensive re-writing, you must come to see me to discuss it before revising.

**Please save all graded papers and assignments until you receive your final grade for the semester.

**Always make a copy of all papers and assignments on a back-up disk.

The Writing Center:

The Writing Center has tutors available to help you with your papers and to answer any questions or concerns about your writing. This semester, Writing Consultants will be available at the following times:

Monday & Thursday:	9 AM - 6 PM
Tuesday & Wednesday	9 AM – 8 PM
Saturday:	10 AM - 2 PM

Computer Use:

You must have a UA-ID and password to have access to the classroom computers. During class the computers may be used only for class writing and activities. Please check your e-mail and surf the Web on your own time. Computers are available for your use in the Smucker Learning Center in B-Wing and at various locations throughout the building.

Course Requirements:

The student will be required to:

1. Attend all class meetings and arrive on time. Poor attendance and habitual lateness will be reflected in final grades.
2. Come to class prepared with the day's assignment.
3. Complete all journal assignments and papers, and hand them in on time (due dates indicated on schedule). Grades will be lowered 5 points for each class day late.
4. Participate in peer group work and class discussion.

Papers and journals are considered late if they are not handed in during class on the due date. If you must miss a class when a paper or journal is due, bring it to my office or send me an e-mail copy as an attachment. Otherwise, it will be considered late.

Attendance Policy:

You are required to attend every scheduled class. Poor attendance will result in a lower final grade. Good attendance will be rewarded with bonus points. You are responsible for all class work and assignments whether you attend class or not. There are no make-ups for quizzes or other graded in-class activities.

Participation

Your active participation in all aspects of this class will make it a valuable experience for you and your classmates. "Participation" includes class discussions, peer editing, group work, and preparation of reading and writing assignments. You can earn up to 30 points for participation according to the following criteria:

30 points	You are consistently well-prepared, participate often with good insights and thoughtful comments, have good attendance, and peer edit thoroughly with helpful comments.
20 points	You are prepared sometimes, participate occasionally, have some absences (2-3), and peer edit minimally.
10 or less points	You are often unprepared, rarely participate, have many absences (4 or more), and miss peer editing sessions or do not peer edit responsibly.

Plagiarism:

If you fail to acknowledge your sources or make it appear that someone else's work is your own, you are guilty of plagiarism. The scholarly world operates by exchanging information and crediting the sources of that information. If you violate that process, you have committed a crime in the academic community. The English department utilizes sophisticated software that can detect plagiarism. If I suspect that an essay has been plagiarized, I will use these resources. Any student submitting plagiarized material will receive an F with no opportunity to rewrite or revise. If you are having difficulty completing a paper on time or need some additional help or are unsure of how or where to document a source, please come to see me or go to the Writing Center for help so you can avoid inadvertently or intentionally plagiarizing a source.

Grades:

Your final grade will be based on the following points:

4 papers @ 100 points each

Paper revisions – Up to 10 bonus points each for papers #1 - 3

Journals @ 10 points each

Reading quizzes @ 5 points each

Participation (class discussion, preparation, peer group work) – up to 30 points.

Attendance: 0 – 2 absences = 10 bonus points

Final Grade Scale:

94% - 100%	A
90% - 93%	A-
87% - 89%	B+
84% - 86%	B
80% - 83%	B-
77% - 79%	C+
74% - 76%	C
70% - 73%	C-
67% - 69%	D+
64% - 66%	D
60% - 63%	D-
Below 60%	F

Assessment:

Assessment activities measure the effectiveness of different teaching techniques and tools in helping students grasp key concepts, skills, and/or information in a given course. Data gathered from assessment activities can be used to modify how a course is taught to continuously improve student understanding and mastery of course material. In this course, your first and last papers will be evaluated to measure your growth and achievement in learning objectives # 1, 2, 3, 4, 6, and 7.

In addition, as part of Wayne College's ongoing efforts to improve instruction and student achievement, student papers may be randomly selected to be used for college assessment of our writing program. Individual papers are used anonymously and will not be reproduced (in part or in whole) for use in publications or presentations. Please inform your instructor if you object to your paper being included in our regular assessment process.

College Policies:

Students should visit <http://www.wayne.uakron.edu/syllabus-policies/> for important policies, including registration, course withdrawal, inclement weather, disabilities, and other college information.