

**3300:112-709**  
**English Composition II**  
**Spring 2004**  
**Professor Janet Barnett Minc**

## **English Composition II**

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**Professor:** Dr. Janet Barnett Minc  
**Class Time:** Tuesdays & Thursdays – 10 – 11:15 AM  
**Office:** C-213  
**Office Hours:** Mon. & Wed.: 8:00-10:00 AM; 1:15-3:15 PM  
Tues. & Thurs.: 9:00-10:00 AM; 11:15-2:15 PM  
**Office Telephone:** (330) 684-8750 or (330) 972-8750 (from Akron)  
**E-mail:** [jminc@uakron.edu](mailto:jminc@uakron.edu)

#### **Required Texts and Materials:**

*Dialogues: An Argument Rhetoric and Reader*, 4<sup>th</sup> ed., Goshgarian, Krueger, and Minc  
*The Brief English Handbook*, 7<sup>th</sup> ed., Dornan and Dawe  
1 pocket folder for journal entries  
1 pocket folder for papers and drafts  
2 – 3 1/2" floppy disks for saving class work and back-up

#### **Course Description:** (Prerequisite: 3300:111 English Comp I)

In English 112 you will be reading and writing argument essays on topics of current interest and debate, and exploring multiple perspectives on these topics through research using electronic and print resources. Our class time will be spent discussing and analyzing the readings, practicing writing, and learning techniques and strategies for effective research. Our goals in this course are to strengthen your writing and critical reading skills and to ensure that you can competently locate and work with outside sources and integrate them into your own writing.

#### **Instructional Methods:**

Discussion, writing, group work, and computer activities.

#### **Course Rationale:**

Writing and reading are essential skills that are needed to succeed academically and professionally. Regardless of your career objectives, you will find that the ability to express your ideas clearly and effectively in writing and to comprehend and respond to written material are expectations of your professors and future employers. English Composition II will prepare you for the demands of future writing and reading assignments in your college curriculum by teaching you to organize and develop more complex papers, to engage in critical reading, and to utilize research to support your ideas.

#### **Learning Outcomes:**

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

1. Distinguish between an arguable and inarguable position
2. Create a claim or position statement and support it with reasons and evidence.
3. Know the difference between position and proposal arguments.
4. Organize an argument essay.

5. Summarize, paraphrase, and quote effectively and appropriately from outside sources.
6. Utilize electronic and print sources for research.
7. Correctly document sources in an essay.
8. Read and think critically about an issue.
9. Recognize and articulate diverse perspectives on a topic.

### **Writing:**

**Journals:** Journals are assigned on a regular basis and are usually in response to the readings. Due dates and specific assignments are indicated on your schedule of assignments. All journals must be at least 1 typewritten page in length. Any journal shorter than this will be read but will not earn points. Use standard margins (1") and 12-point font size. Double-space your work and number each entry. Journals will be collected on the due date. Keep your journals in a separate pocket folder.

**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 ideas, 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 paper 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.

**Papers:** You will be writing 3 argument essays in this course. They will range in length from 750 to 1500 words. All papers should be typed in 12-point font size and double-spaced with standard margins. They should be submitted for a grade in a pocket folder along with earlier drafts, any peer review sheets, and a disk copy of your paper.

**Paper Revisions:** For your first 2 papers, you will have the opportunity to improve your point total by revising the errors or problem areas on your paper. You will receive more detailed information about the procedure for revision later in the course. All revisions must be submitted within 1 week of receiving your original graded paper. After that, 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 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 in the course.

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

### **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 uses sophisticated software that can detect plagiarism. 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 sources, please come to see me or go to the Writing Center for help so you can avoid inadvertently or intentionally plagiarizing a source.

### **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:**

Students are required to:

1. Attend all class meetings and arrive on time.
2. Come to class prepared with the day's assignment.
3. Hand in all writing assignments and papers on time. Grades on all assignments and papers will be lowered 5 points for each class day late.
4. Participate in class discussion and group work.

Papers and journals are considered late if they are not handed in during class on the due date. If you must miss a class, bring the paper or assignment to my office or email a copy to me as an attachment *before* class begins to avoid losing points for lateness.

### **Attendance Policy:**

You are required to attend every scheduled class. Poor attendance will result in a lower final grade. Good attendance will be rewarded by 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.

### **Grades:**

Your final course grade will be based on the following points:

Paper #1	100 points
Paper #2	150 points
Paper #3	200 points
Revisions	1-10 points for papers #1 & #2
Journals	10 points each
Source Response Sheets	10 points each
Participation (class discussion, group work, preparation)	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. Instructors use data from assessment activities to modify how the course is taught to continuously improve student understanding and mastery of course material. In this course, assessment activities will include a pre-test to determine your knowledge and skills as you begin the course and a post-test to determine whether you have improved your knowledge and skills at the end of the course.

**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.