CASPER COLLEGE COURSE SYLLABUS
ENGL 1010-Sec. 09 English I: Composition

This Syllabus is Subject to Change at the Instructor’s Discretion

Semester/Year: Fall 2006  Lecture Hours: 3  Lab Hours: 0  Credit Hours: 3

Class Time(s): Section 09: 1100-11:50  Days: M. W. F.  Room: AD 171

Instructor:  Ms. Joy Marsh

Instructor's Contact Information:  Kathy Coe, Academic Assistant, 268-2533, or 800-442-2963, ext 2533, or email kcoe@caspercollege.edu

Home Phone: 267-2803  Please, unless it is an emergency, no calls after 9 p.m.

Email: lnavisr@bresnan.net


Office Hours: 10-10:45 M. W. F. or by arrangement.  I will be in the Student Lounge at this hour beginning September 6th.

Course Description: A study of the fundamentals of purposeful communication in English. The course focuses on reading and writing expository essays, on using effective language for exposition of ideas, and on thinking clearly. Students are to practice synthesizing information, organizing it coherently, and writing clearly.

Statement of Prerequisites: English ACT score of 18, S or C or better in DVST 0610 or COMPASS score of 75 or better.

Goal/Objectives: To provide a sound foundation in the writing of academic papers in various formats and for a variety of audiences. Due to the emphasis on principles of composition, students should leave this class confident of their ability to handle the research and written work required by any future area of study.

Outcomes: At the end of section 09 of ENGL. 1010 Students will:
- Consistently apply and refine the outcome skills of DVST 0610
- Demonstrate effective critical thinking and reading skills: the ability to summarize, analyze, synthesize and evaluate ideas
- Know and apply effective rhetorical modes (e.g., definition, narration, description, division and classification, comparison and/or contrast, analogy,
process analysis, cause and effect analysis, illustration, argumentation), culminating in the ability to write an effective argument
- Know and apply revision strategies
- Be able to evaluate their own writing as well as the writing of others. Demonstrate fundamental awareness of documentation skills. Write a minimum of 3500 words during the semester

**Methodology:** The objectives of this class will be pursued through lecture, researched and written assignments, and peer-review groups.

**Evaluation Criteria:** Grades are based on attendance, writing projects and participation. Written work will be evaluated for:
1. organization
2. clarity of thought
3. use of academic format
4. quality and use of research
5. Meeting deadlines.

Spelling, punctuation and grammar will be noted/corrected and will affect the overall grade. Due to the availability of spell check, there is no excuse for misspelled words. Misspelled words will be marked off at a point apiece. This means—in concrete terms—that five spelling errors will cost you a letter grade.

**Points Per Project:**

Tell Me About Yourself—not graded but a possible source of bonus points.
20—Skills Testing
30—**Paper #1—Interpreting Stories**
20—Chapter 10 reading and discussion
20—Class discussion about song lyrics
20—Library assignment
20—Skills work
30—**Paper #2—Writing Profiles**
20—Chapter 4 reading, discussion, ½ page description of subject
20—Clear Sentences work
20—Homonyms
30—**Paper #3—Explaining a Concept**
50—MID TERM TEST—In class writing assignment.
30—Paper #4—Speculating about Causes
30—Paper #5—Arguing a Position
100—FINAL—Will be presentation of Multimedia Projects that will include a written component and Visual Aids. Presentation will run for 10 minutes.

**30 Points:** broken down by assignment.
1st draft: 5pts,
2nd draft: 5pts,
Final draft: 5pts if on time.
The other 15 pts are assigned to the grading of the final paper. Each draft must be in on the assigned day to earn points.

**Total Points**

The grade scale will be as follows: 300-250 points = A; 249-200 points = B; 199-150 points = C; 149-100 points = D. 100 or below = F.

**Class Policies:** Last Date to Change to Audit Status or to Withdraw with a W Grade: November 3, 2006.

**Attendance:** Part of your grade. Points are assigned to each step of the process that goes into producing your final draft. There are other activities included in each module that are graded. The interactions in the classroom are an important part of the learning experience that can’t be “assigned” like textbook work. You could conceivably do “A” on work on each of your papers and still fail this class on lack of attendance. If I may suggest: don’t do that to yourself.

**Cell Phones/Pagers:** *These absolutely must be off during class time.*

**Laptops:** Laptops are welcome in the classroom for note-taking and other activities directly related to learning to write in academic style. Play and share games on your own time.

**Exams:** All tests will be essay or other written answer. Grammar, punctuation etc. will be checked and graded as part of the work.

**Assignments:** All papers will be double-spaced in 12 pt font. The preferred font is Times New Roman. *Please follow the attached model exactly.*

**NOTICE:** There are computers available at a number of places on campus; find out the hours the labs are available. Get a disk or a flash drive and back-up all your work while it is in progress so that you don’t have to re-do it all. Computers are wonderful but they are not fail-proof. According to the reports from previous classes, computers and printers fail at the worst possible times. (1). Don’t wait until the last minute to do your
assignments and (2) have a back-up plan to get your work in on time. Also, I will accept papers by email if need be.

Make-up Work:
- The student is solely responsible for making up missed work. Between the syllabus and your peers, you should always know what is required.
- You may arrange to take a quiz early if you are going to be gone for Academic Reasons.
- Late work automatically drops a letter grade.

Student Rights and Responsibilities: Please refer to the Casper College Student Conduct and Judicial Code for information concerning your rights and responsibilities as a Casper College Student.

Chain of Command: If you have any problems with this class, you should:
- First contact the instructor in order to solve the problem.
- If you are not satisfied with the solution offered by the instructor, you should then take your problem through the appropriate chain of command starting with:
  - The department head,
  - Then the division chair, and
  - Lastly the vice president for academic affairs.

Academic Dishonesty - Cheating & Plagiarism: Casper College demands intellectual honesty. Proven plagiarism or any form of dishonesty associated with the academic process can result in the offender failing the course in which the offense was committed or expulsion from school. See the Casper College Student Code of Conduct.

ADA Accommodations Policy: It is the policy of Casper College to provide appropriate accommodations to any student with a documented disability. If you have a need for accommodation in this course, please make an appointment to see me at your earliest convenience.
Independent Work & Class Work Schedule of Events

Module I—Tell Me about Yourself

August 28—Class organization. Opening remarks. Review syllabus

Tell Me about Yourself

   ▶ Be prepared to respond to Exercise 1.2 in Axelrod & Cooper. 10 pts
   ▶ Discuss academic writing, discuss ideas, where to get them, how to organize them. Exercise 1.2 Hacker.

September 1-- First Draft-TMAY for peer review 5 pts.

4—LABOR DAY HOLIDAY

6—Revision for peer review. Collect contact information. You may collect just from your peer review group or from any number of people in the class so that you have many possible sources of information if you need to catch up from an absence. 5 pts.

8—Final draft due.
   ▶ Testing—Bedford Handbook 5 pts.

Module II—Writing from Literature

Sept. 11—Begin Interpreting Stories. Chapter 10: Interpreting Stories
   ▶ Be prepared to discuss Kate Chopin’s “Story of an Hour.” 10 pts
   ▶ Distribute song lyrics

13—Bring in your ideas of what themes might be common between the two pieces.
   ▶ Discussion 20 pts

15—First draft due: peer review 5 pts

18—Library—meet there.
   ▶ Write out: What sources you found in the library? How will you use them? 20 pts.

20—Revision due for peer review 5 pts.

22—Final Draft Due.
   ▶ Go over Skills test using Hacker Handbook. 20 pts.
Module III—Writing Profiles

Sept. 25—Begin Writing Profiles. Chapter 4. Reading and discussion.
  ❖ Bring a written response to your favorite of the three essays in the chapter. 10 pts
  ❖ Added to the response, provide three possible topics for your own profile. 10 pts
  ❖ Come prepared with this information: what citation format is required in your major. General Studies/undeclared majors will use MLA.

Sept. 27—Rough draft for peer review 5 pts.

Sept. 29—Clear Sentences—Bedford Handbook
  ❖ Active Verbs & Parallel Construction 20 pts.

October 1—revision for peer review 5 pts

Oct. 3—Clear Sentences continued
  ❖ Needed words and Mixed Constructions 20 pts.

Oct. 5—Final draft due

Module IV—Explaining a Concept

Oct. 8—Chapter 5 Read & discuss
  ❖ Bring in a paper that includes a brief written response to the four essays in this chapter. 20 pts.

Oct. 10—Rough draft for peer review 5 pts.

Oct. 12—Clear Sentences III
  ❖ Misplaced & Dangling Modifiers 20 pts.
  ❖ Shifts

Oct. 15—Revision due for peer review 5 pts.

Oct. 17—Clear Sentences IV.
  ❖ Emphasis 20 pts.
  ❖ Variety

Oct. 19—MID-TERM—In-class writing exercise. 50 pts.

If you have turned everything in on time you should have at least 260 pts.
If you get full points on each writing project you should have 60 pts
For a mid-term total of 320 pts.
Module V—
Oct. 22—FALL BREAK

Oct. 24—

Oct. 26—

Oct. 29—

Oct. 31—

November 1—

Module VI-
Nov. 4 —

Nov. 6—

Nov. 8—

Nov. 11—

Nov. 13—

Nov. 15—

Module VII—Final Presentation
Nov. 18—

Nov. 20—

Nov. 22—

Nov. 25—

Nov. 27—

Nov. 29—

December 2—

Dec. 4—

Dec. 6—

Dec. 9—
Dec. 11—

Dec. 13—Presentations

Dec. 16—Presentations

Dec. 18—Presentations

Dec. 20—Presentations

December 16-20—FINALS—All scheduled assignments must be turned in at the time of the final exam.
All papers should use the paragraph indent format. There should be no more than 1” margins all around. All papers are to be in 12 pt. Times new Roman. If you need to emphasize something, put it in *italics*.

All papers are to be *at minimum* three full pages not counting your Works Cited page.

Short quotes—less than forty words are included in the text and set off by quotation marks such as in the phrase, “Eternal vigilance is the price of liberty,” with the proper attribution. (By the way, this quote is from a speech by John Philpot Curran in Dublin, 1790.)

If you are going to use long quotes—forty words or more—they should be set off in the following manner:

By finding the *Indent* button on the tool bar you can set the whole quote over automatically. Long quotes are also double-spaced and it will be necessary for the student to find out which form of citation is required in her/his major. This is the purpose of the Handbook that is one of your required texts. You will be able to look up the various formats and have the information to hand at all times.

Then you can come back to the regular margins by using the other arrow button on the toolbar.

Please do not use cover sheets or report covers.
Except for *Tell Me about Yourself*, all papers will be:

- at least three (3) full pages long and
- will have at least three (3) outside sources
- with at least one (1) quote from each source properly documented and cited according to the format required by your major.
- All undeclared and General Studies majors will use MLA formatting.

See *A Pocket Style manual* for proper use of documentation styles.