College Composition 2

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GRADES & CLASS RULES

Your grade will be based on a point system this semester. The point breakdown is as follows:

PARTICIPATION (400 points possible)
- *attendance & active participation/laptops (160; 10 points per week)
- *midterm:(50)
- *writing prompt responses/journal entries (100)
- *practice essays (40)
- *final (50)

MAJOR ESSAYS (700 points possible)
- **Mock Trial:argument essay (200)
- **Lit Circle/literature Analysis (200)
- **Research Project (200)

Final grades are calculated using this scale:

1000-900 A
899-800 B
799-700 C
699-600 D
599 or less F

The participation portion of your grade will be based on the following rules being followed:

*Attend class regularly and come to class on time; you may miss no more than 3 classes (no exceptions); if you are late or absent, you need bring a note from the doctor, car mechanic, hospital, etc. indicating that you were at that place during our scheduled class meeting in order to be considered for an excused absence.

*Come to all class meetings prepared: read the assignments, complete homework and essays, etc. You will need to check the class blog for updates *BEFORE* attending class.

*Actively participate in all class activities.

*Be a responsible student: You are responsible for your learning; ignorance is not an excuse for not completing the requirements of the class. You have the power to ask questions to clarify the syllabus, assignments, and the class format. If you do not ask questions, I will assume you understand what we are doing.

GRADES & CLASS RULES (continued)

*Behave in a manner that shows courtesy and respect for yourself, your classmates, and your instructor (this means turning off the cell phones and iPods; use classroom computers for class work only! If I have to ask you to turn off your phone or iPod or to stop talking, you may be counted absent for the class period.

*Complete all minor assignments (journals, in-class writing, group work, homework, etc.).

*Work well within your groups: offer helpful feedback, contribute to group discussions, do your fair share of the work (your group members will help me evaluate your participation and effort); and offer thoughtful peer feedback during workshops (do not be afraid to help your partners become better writers).

*Choose appropriate work to do during workshop days.

*Complete the pre-conference worksheets and attend all conferences.

*Respect school laptops and treat them as your own! You will be assigned a laptop this semester: it is your responsibility to put it away after class. If your laptop is not put away correctly, participation/attendance points will be taken from your grade.

The essay portion of your grade will be based your written work and the following rules being followed:

*Complete all major assignments: turn them in on the scheduled due dates and fulfill all the requirements of the assignments (including the submission of a draft to Grammarly for each major essay assignment, completing receipts of assignment, etc.). All essay assignments are mandatory; there is no way to pass the class without completing them. The midterm and final count as major assignments.

*All of your essays should or answer a genuine question or perplexity (in other words- no obvious arguments; dig deep into issues that interest and move you), and they should contain a progression of thinking (use your essays to figure things out). It is more important to write towards perplexity and thinking than to have a perfect, tidy essay.

*Complete all required drafts on time; meet length requirements and due dates.

*Make substantial revisions to drafts when you are asked to revise- extending or changing the thinking or organization- not just editing or touching up.

GRADES & CLASS RULES (continued)

*Copyedit all final drafts of major assignments until they conform to the conventions of edited, revised SAE (Standard American English).

*Only 1 late essay will be accepted from each student during the semester. For that essay, the grade given will be no higher than the lowest grade in the class for that assignment. If a classmate receives an 'F' for that essay, a late essay will receive the same grade.

DISCLAIMER: COMP 2 IS A WRITING-INTENSIVE COURSE; YOU SHOULD BE PREPARED TO WRITE IN EVERY CLASS AND TO DEVOTE 3-9 HOURS A WEEK TO YOUR HOMEWORK (THE COLLEGE STANDARD IS 3 HOURS OF HOMEWORK A WEEK FOR EVERY CREDIT HOUR; THIS IS A 3 CREDIT HOUR CLASS.).

COURSE GOALS & SCHEDULE

Welcome to "academic boot camp." The main goals of this course are to improve your writing through extensive practice and to improve your self-discipline. While the main focus will be on improving your communication skills, the format of the class is mean to improve your time management and organizational skills and to make you to become a more autonomous learner (to help you become self-reliant and responsible for your own learning).Comp 2 focuses on three modes of writing: argument, literary analysis, & research.

WEEK	CLASS FOCUS
1	intro to course
2	research, plagiarism, citation
3	argument writing
4	argument writing
5	mock trial prep
6	mock trial
7	literary analysis writing
8	midterms
9	lit analysis/lit circles
10	lit circles
11	lit circles
12	research writing
13	research writing
14	Thanksgiving holiday (no class)
15	research writing
16	research writing

TEXTS & OTHER REQUIRED MATERIALS

- Writing Arguments, 8e.
- a collegiate dictionary and thesaurus
- Poster board or ppt for final presentation
- Change for making copies at the library
- A folder or a 10x13" envelope to submit work in
- Internet access to check class blog & Blackboard

WORKSHOP DAYS

THIS STATEMENT IS TO INFORM YOU ABOUT WHAT YOU CAN EXPECT FROM ANY DAY LABELED AS A "WORKSHOP DAY."

YOU SHOULD COME TO A WORKSHOP DAY WITH A DRAFT OF THE CURRENT ESSAY TO WORK ON. WHAT YOU DO TO THAT ESSAY DURING THE WORKSHOP IS UP TO YOU, BUT YOU MUST BE DOING SOMETHING THAT WILL HELP TAKE THAT DRAFT AND TURN IT INTO A FINISHED PRODUCT. AMONG OTHER THINGS, YOU CAN USE WORKSHOP TIME TO PEER-REVIEW, PEER-EDIT, SELF-EDIT, RATIOCINATE, ETC. THE SAME RULES APPLY TO WORKSHOP DAYS

WORKSHOP DAYS (continued)

THAT APPLY TO ALL OUR OTHER CLASSES (NO CELL PHONES, BE POLITE, ETC.).

IF YOU COME TO CLASS WITHOUT A DRAFT TO WORK ON, I WILL EXPECT YOU TO WRITE DURING THE WORKSHOP PERIOD OR TAKE AN ABSENCE. YOU MUST HAVE A PLAN FOR THE WORKSHOP PORTION OF CLASS. IF YOU DO NOT HAVE A PLAN OR I THINK YOU COULD USE YOUR TIME BETTER ON A DIFFERENT ACTIVITY, YOU WILL BE ASKED TO CREATE A PLAN WITH ME.

ATTENDANCE AND WITHDRAWAL

This class will function as a community of writers; your regular attendance is absolutely necessary.

•Students who wish to withdraw from a course must initiate and complete the withdrawal at the Meramec Advising and Counseling office.

•A student who does not withdraw officially from a course may receive a grade of "F," depending on course progress or course attendance, which will become a part of the students permanent record.

•Students absent more than 3 classes may receive a failing grade for the course. If there are extenuating reasons for an absence, please talk with me before the scheduled class meeting.

•It is the student's responsibility to keep track of his or her own attendance. Students have failed this course for exceeding the attendance guidelines even though they completed all of the assignments and were in attendance at the end of the semester. If you are concerned about your attendance at any time during the semester, arrange to meet with me and you can check your records against mine.

•If you must be absent, leave early or arrive late, please let me know before class begins. Arrangements will NOT be made for students who fail to notify me of an impending absence or late arrival.

ESSAY GUIDELINES

All essays and major assignments should follow these guidelines:

•Submitted essays should follow the guidelines on the assignment sheet and include a proper heading.

•Turn in 2 copies of your final draft of each paper (one copy will be electronic, the other will be printed. You may be asked to submit an electronic version to Turn It In.

•Essays should be typed, double-spaced, and in 12-point Arial font. All submitted work should be thoroughly proofread.

•Submitted revisions - ALWAYS stack ALL prior drafts behind your updated paper.

MISSED COURSE WORK

Students are responsible for assignments and material covered in their absence. It is a good idea to exchange email addresses/phone numbers with two or three people in class to find out what took place during an absence. I will not devote class time to cover missed material.

STUDENT RESOURCES

Access Office- Meramec provides free services to guide, counsel, and assist students with disabilities through the ACCESS Office, Clark Hall, Room 120, (314) 984-7673. If you wish to receive accommodations in this class, you must register with the ACCESS Office. Registration with the ACCESS Office is voluntary for people with disabilities, but it is required for receiving accommodations. I will hold information you share with me in confidence unless you give

STUDENT RESOURCES (continued)

permission to do otherwise.

College Writing Center- Meramec offers students free assistance in completing writing projects through the College Writing Center in Communications North, Room 122 (314) 984-7570. Appointments are not necessary. Call for more information and semester hours. Do not wait until the last minute to visit a tutor! Their goal is to help you make better decisions as a writer, not to fix your essay. Take the assignment sheet, your notes, outlines, and preliminary drafts with you when you want assistance.

FERPA (FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT)

In accordance with FERPA guidelines, I will not discuss your performance in this class or report your grades via email or over the phone. Nor will I discuss these matters with your parents, guardians, or spouses. Notification of grades via email is in violation of FERPA. There is no guarantee of confidentiality on the Internet. The institution would be held responsible if an unauthorized third party gained access, in any manner, to a student's education record through any electronic transmission method.

ACADEMIC HONESTY& PLAGIARISM

St. Louis Community College policy states that all students are "responsible for behaving in "[an] ethical manner both in the classroom and in all communications and contact with the instructor, other s taff members, and other students" (Fact Finder 60).

Why is it so important to be ethical in an academic setting? In this country, as in many others, colleges and universities are set up as a marketplace of ideas. This means that the ideas, research, and words of an individual are considered the property of that individual, even though that individual may share them with others via publication. Just as an inventor is credited for an invention, the writer of an idea must receive credit for that idea. And just as inventors are protected by patents, writers, researchers, and artists are protected by copyright laws.

As part of their English course work, and especially in College Composition II, students will learn how to recognize information and ideas that must be documented. These may be called "proprietary" because they are the property of their originators. For example, information may be proprietary because it is the result of an original research project and thus is the intellectual property of the researcher. An idea may be proprietary if it is the professional opinion of a recognized expert.

Students will also encounter information and ideas that do not need to be documented because they are considered "common knowledge." Common knowledge includes "what everyone knows" in a given field of study, information that is often found undocumented in a number of sources in that field.

To honor and protect their own work and that of others, all students must give credit to proprietary sources that are used for course work. It is assumed that any information that is not documented is either common knowledge in that field or the original work of that student.

Academic honesty means the following:

- Documenting all proprietary information that is received from outside sources, including books, articles, web sites, lectures, interviews, television, radio, etc.
- Putting quotation marks around the words that were written

ACADEMIC HONESTY& PLAGIARISM (continued)

or spoken by someone other than oneself.

• Applying this standard to all assignments (papers, take home exams, presentations, etc.).

PLAGIARISM

Plagiarism means to knowingly or innocently repeat the words or ideas of another person without acknowledgment of the author, thereby representing his or her work as your own.

Plagiarism includes:

1. The deliberate and unintentional word-for-word copying of someone else's work as your own.
2. The rewording or rearranging of another's work which could be a deliberate attempt to cheat—or an unintentional sticking too close to an original source due to lack of experience in research.
3. The use of an aid or tutor, who, though well-intentioned, does so much of your work that you can no longer call the work your own or creating the impression that the work is the student's.

St. Louis Community College policy dictates that a student guilty of plagiarism will receive an "F" for the course and may face disciplinary action that becomes part of his or her permanent record.

St. Louis Community College at Meramec subscribes to TurnItIn's Plagiarism Prevention web service: <www.turnitin.com>. Your instructor may submit your work to this service for evaluation.

WRITING PROMPT RESPONSES/ JOURNAL ENTRIES

When a journal entry or writing prompt response is assigned, students should write 1-3 typed, double-spaced pages in response to the prompt or assignment given. In an attempt to be more Earth-friendly, journal entries & writing prompt responses may be posted online (either on Blackboard, a private blog, or some other space determined suitable by the student and instructor).

PRACTICE ESSAYS

As part of my teaching method, I assign practice essays; these serve two purposes: to give you practice writing in the assigned mode without the penalty of the grading system, and to give me the opportunity to assess what areas you might need help with when writing the official essay in that mode. I occassionally let students expand their practice essays and submit them as the official essay for that mode. As a general rule, students are only allowed to expand 1 practice essay for submission as an official essay once a semester and only after discussing it with me. If a student attmpts to submit a practice essay as the official essay without discussing it with me, he or she may receive a grade of 0 (F) for the official essay assignment.

This syllabus and schedule may be revised at the discretion of the instructor without the prior notification or consent of the student.

INSTRUCTOR SCHEDULE

ENG 102-6WF 1PM-1:50PM [MWF]
ENG 102-6XC 2PM-2:50PM [MWF]
ENG 102-6WG 3:30PM-4:45PM [MW]



CLASS SCHEDULE

College Composition II - ENG 102 6WG
MW 3:30PM-4:45PM CN128

WEEK	CLASS DATES	CLASS FOCUS
1	AUGUST 22TH AUGUST 24TH	INTRODUCTION TO COURSE SIMS SCHOOL/ISLAND/BUILD-A-PERSON LYRIC TRANSLATION*
2	AUGUST 29TH AUGUST 31ST	PLAGIARISM, SUMMARIZING, PARAPHRASING BASIC RESEARCH USING LIBRARY WEBSITE APA CITATION / **REASEARCH PROPOSAL DUE**
3	SEPTEMBER 5TH SEPTEMBER 7ND	NO CLASS!! TRACKING LEADS FOR WRITING TOPICS/ARGUMENT WORKSHOP PT 1
4	SEPTEMBER 12TH SEPTEMBER 14TH	9/11 WRITING/ARGUMENT WORKSHOP PT 2 MOVIE [LAW ABIDING CITIZEN/GRAN TORINO]
5	SEPTEMBER 19TH SEPTEMBER 21ST	MOCK TRIAL PREPARATION MOCK TRIAL WORKSHOP
6	SEPTEMBER 26TH SEPTEMBER 28TH	**MOCK TRIAL** MOCK TRIAL WRAP-UP/CONFERENCES
7	OCTOBER 3RD OCTOBER 5TH	LYRIC TRANSLATION/ RESEARCH WORKSHOP LITERARY ANALYSIS WORKSHOP PT 1
8	OCTOBER 10TH OCTOBER 12TH	MIDTERM PREP **/ MIDTERM** **MIDTERM**
9	OCTOBER 17TH OCTOBER 19TH	LITERARY ANALYSIS WORKSHOP PT 2 LIT CIRCLES
10	OCTOBER 24TH OCTOBER 26TH	LIT CIRCLES LIT CIRCLES
11	OCTOBER 31ST NOVEMBER 2ND	**LIT CIRCLE PROJECTS/ LIT ANALYSIS DUE** MOVIE [NATIONAL TREASURE/similar film]
12	NOVEMBER 7TH NOVEMBER 9TH NOVEMBER 11TH	RESEARCH WORKSHOP RESEARCH WORKSHOP ***WITHDRAWAL DEADLINE***
13	NOVEMBER 14TH NOVEMBER 16TH	RESEARCH WORKSHOP RESEARCH WORKSHOP
14	NOVEMBER 21ST NOVEMBER 23RD	NO CLASS NO CLASS
15	NOVEMBER 28TH NOVEMBER 30TH	RESEARCH WORKSHOP RESEARCH WORKSHOP
16	DECEMBER 5TH DECEMBER 7TH	**RESEARCH PROJECT DUE**/ CLASS WRAP-UP CLASS WRAP-UP
FINALS	DECEMBER 12TH 15TH 17TH	**THE FINAL WORD DUE**