

ENGLISH 100 – FALL 2016

The price of success is hard work, dedication to the job at hand, and the determination that whether we win or lose, we have applied the best of ourselves to the task at hand. - Vince Lombardi

Class: Sec. 3, 8:00-8:50, MWF, Simpkins 309
Instructor: Kathleen O'Donnell-Brown
Office: Simpkins 316/317
Office Hours: 11-12 MWF; 3-4 MW or by appointment
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Texts: *Pocket Style Manual* 6th Edition– Hacker

Course Goals and Objectives

English 100 provides you with a preview of the writing knowledge you'll need to successfully complete Western's required writing courses and to do the writing expected of you in other classes.

Writing Process - You will reflect on the writing processes you have employed in the past and will identify and practice new invention, drafting, revision, and editing strategies.

Discourse Community - You will define community, with special emphasis on comparing and contrasting past communities with communities you are now entering.

Rhetoric- You will define and identify audience as part of the rhetorical situation and learn strategies for analyzing audience, with special emphasis on audience analysis as a tool for invention.

Genre - You will define genre as typification, with special focus on acquiring flexible writing and revising processes for working with varying genre conventions.

Critical Thinking, Reading, and Research - You will reflect on the reading and critical thinking processes you have employed in the past and will identify and practice new reading and critical thinking processes in order to explore a range of genres and to examine how writers use research as part of their writing.

More information on English 100 can be found on the English department website at <http://www.wiu.edu/cas/english/writing/F15%20ENG%20100%20Handout.pdf>

Attendance/participation:

Students are expected to be present and prepared at all class meetings. Much of our classwork will involve cooperative learning exercises and in-class discussions pertaining to the assignments, which makes attendance doubly important. Students who are habitually tardy will be denied admittance to class and will be counted absent. Students who are disruptive (including cell phone use) will be asked to leave the class and will be counted absent. Students will be allowed **4 absences for any reason**. However, students not attending class will not receive credit for assignments due that class period or completed during that class period (with the exception of major essays). Late essays will be docked **10%** of total points earned and will be accepted up to one week late; ANY ESSAY NOT SUBMITTED AT THE BEGINNING OF THE CLASS

PERIOD IS LATE. **Students who miss more than 4 classes will be docked 5 points for each absence after the 4th. (Exceptions may be made in cases of school-related absence or extended illness – these will be considered on a case-by-case basis and are at the discretion of the teacher.)**

NOTE: Documents for this course will be posted on WesternOnline along with some writing assignments and discussions. No one but enrolled students should have access to this course site. DO NOT give access information to anyone, please. If parents or others wish to see the syllabus, assignments or your grades, they may be downloaded and transmitted.

Important Dates:

Aug. 26 – Open Enrollment Ends; – **October 30** – Last Day to Drop 16 week Classes:

You will need the permission of the instructor and the Director of Writing in order to drop. If you wish to drop, you will need to speak with me first, and I will forward your request to the Director for consideration. (Permission is not granted automatically.) Because you need permission to drop, you should begin the drop process early. The instructor and Director will NOT be available on October 30th, as it is a Sunday. Ask before Wednesday at noon (if not before) to be sure of a decision before the drop date.

Plagiarism:

Please re-read the section on academic dishonesty on the departmental information sheet. Any student caught in plagiarism will receive a zero on that assignment, making it difficult to pass the course. Plagiarism includes, among other things, using materials without proper citation, representing copied papers as your own, reusing papers without permission, lending papers to others, etc. Please also access the University policy defining all academic dishonesty and explaining penalties and procedures <http://www.wiu.edu/policies/acintegrity.php>

Information on academic integrity along with other information on student rights and responsibilities can be found at <http://www.wiu.edu/provost/students.php>

Course Grade:

All completed assignments in this class will receive points which will be totaled at the end of the semester to calculate your grade. Points earned divided by points possible will result in a percentage and a corresponding grade. **A grade of at least a “C” (73% minimum) is necessary in order to receive credit for English 280.** Students earning 60-72% will be given a “U”, which means repeating the class. A “U” does NOT affect your GPA. Students earning below 60% will receive an “F”. “F” means repeating the class and it DOES affect your GPA.

All grades will be posted on WesternOnline. Please track your grade and let me know if there are errors or omissions. **Per the +/- Grading Policy, this will be the grading scale for this semester:** A (93-100); A- (90-92); B+ (87-89); B (83-86); B- (80-82); C+ (77-79); C (73-76); U (60-72); F (0-59). Information on how this translates to your GPA can be found at <http://www.wiu.edu/Registrar/plusminus.php>.

Assignments this semester will include the following:

Unit #1 – Personal Writing Analysis	75 points
Unit #2 – Genre Piece – Letter or Essay	100 points
Unit #3 – Autoethnography	125 points
Unit #4 – Reflection Essay and Portfolio	100 points
Daily Assignments	50-100 points

TOTAL (ranges from 450-500 pts.)

--Specific instructions and grading criteria will be given for each essay as it is assigned. **Late essays will be accepted until one week after the due date and will be docked 10% of total points earned. Any assignment or essay not submitted at the very beginning of class is considered late.** No assignments will be accepted except from students attending class. All assignments will be found on the Western Online website. No assignments are to be submitted through email unless prior permission has been given.

If you miss class, it is your responsibility to consult the class schedule to get the information you have missed and to see what is due the next class period. All material will be posted on Western Online. Do not email and ask me what you missed – check Western Online for the activities you missed and the assignments for the next class. **Do** email through campus email if you have questions about those activities and assignments. I am available for individual help during office hours or at other agreed upon times. **Please take advantage of this opportunity for individual assistance with writing projects.** You can visit the Writing Center for help on any writing project.

In accordance with University values and disability law, students with disabilities may request academic accommodations where there are aspects of a course that result in barriers to inclusion or accurate assessment of achievement. To file an official request for disability-related accommodations, please contact the Disability Resource Center at 309-298-2512, disability@wiu.edu or in 143 Memorial Hall. Please notify the instructor as soon as possible to ensure that this course is accessible to you in a timely manner.

University values, Title IX, and other federal and state laws prohibit sex discrimination, including sexual assault/misconduct, dating/domestic violence, and stalking. If you, or someone you know, have been the victim of any of these offenses, we encourage you to report this to the Title IX Coordinator at 309-298-1977 or anonymously online at: http://www.wiu.edu/equal_opportunity_and_access/request_form/index.php. If you disclose an incident to a faculty member, the faculty member must notify the Title IX Coordinator. The complete Title IX policy is available at <http://www.wiu.edu/vpas/policies/titleIX.php>.

It seems like there are a lot of rules and “don’ts” on the syllabus. Remember you DO have the right to an enriching class experience and that it begins with you. We will get to know each other and, hopefully, support each other as we work through English 100 this semester. We may even enjoy some of our classes, too!

Assignment Addendum –

Unit #1 – Personal Writing Analysis ≈ 15%

Students will write an essay describing the who, what, when, where, why, and how of their writing to this point. Length 1-2 pages (400-500 words). Evaluated on details and description along with clear organization. Must be in correct Edited American English.

Unit #2 – Genre Choice Project ≈ 20%

Students will write a position document: a letter-to-the-editor or a This I Believe Essay. Length 500-700 words. Evaluated on the success of the emulation of the chosen form, details and information. Must be in correct Edited American English.

Unit #3 – Autoethnography ≈ 25%

Students will analyze, in writing, their role in a specific discourse community. Length 3-4 pages (1000 words). Evaluated on the thoroughness of analysis using correctly the concepts of genre and rhetoric. Must be in correct Edited American English.

Unit #4 – Portfolio ≈ 20%

Students will write a 2-3 page reflective essay on their writing experiences during the semester and support their views with artifacts. Evaluated on description of writing experience and thoroughness of supportive artifacts. Must be in correct Edited American English.