

Fall 2012

English 28 – Intermediate Reading and Composition

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Office Location: Instructional Building, Office 13

Office Hours: **Weds. 10:15 am - 12:10 pm and 6:45 pm - 7:30 pm**

Syllabus

Course Objective and Description:

The objective of this course is to help students improve their reading and writing skills, including grammar, spelling, punctuation and sentence construction. Students will also familiarize themselves with the resources of the library and learn to conduct college-level research.

Student Learning Outcomes:

- Produce a 350-500 word essay, utilizing standard rhetorical modes and maintaining unity and coherence;
- Produce a 4 to 5 page research paper which supports an argument.

Method of Instruction:

Brief lectures, class discussions, in-class and out-of-class writing and grammar assignments, computer grammar and writing exercises, quizzes and exams, teacher/student conferences, and library workshops.

Required Materials:

- 1) Penfield, Elizabeth *Short Takes: Model Essays for Composition. 11th edition.*
(packaged with MyWritingLab.com)
- 2) Criterion Web Access (purchase at LAMC bookstore's register)
- 3) *The Maltese Falcon (novel)*

Other Required Materials:

college dictionary and thesaurus
three (3) two-pocket folders—(a “class” color will assigned).
stapler
computer and printer

Evaluation:

2 out-of-class papers (min. of 2 pages each and min. of 3 rewrites on Criterion)	20%
1 research papers (min. of 5 pages of text)	15%
weekly homework (posted on <i>Criterion before clas</i>)	10%
in-class essays using Criterion (4)	10%
MWL.com	20%
class room participation and preparation	15%
final exam	10 %

Class Attendance:

Attendance is required. One unexcused absence is permitted, but students may be dropped after two unexcused absences.

(FYI: A late arrival or early departure--15 min or more -- is the equivalent of one absence.)

Some “Do’s and Don’ts” regarding Attendance:

- If you are going to be absent, please inform me in advance or call and leave me a message.
- You will need to contact a classmate to get the assignment and notes from that day (get some context info today!)
- If you want your absence to be excused, you must supply appropriate documentation;
- Students are responsible for material missed during an absence.**

Finally, students who choose to discontinue their enrollment in the course must file the necessary paperwork through the Admission’s Office. See the Schedule of Classes for important dates concerning adding, dropping, and withdrawing from the course. Students who stop attending and fail to file the proper paperwork may receive a “F” for the course

Web Components of Eng 28:

MOODLE: Much of the course material will be posted on our **Moodle** site. Please go to moodle.lamission.edu and locate this section of Eng 28 under “Spring 2012 On Campus Courses.”

Criterion: This web site offers organization, drafting, proofreading and other writing service. The topic for out-of-class writing assignments will be announced and students will write their papers online at Criterion. Once you purchase Criterion at the bookstore, you can register. We will holding class in the computer lab (LRC 205) (TBA) so that students can familiarize themselves with Criterion’s services during class.

MyWritingLab.com: This web-based grammar and writing website will be an important component of our work and will greatly contribute to your success in this class. The access code for this website is packaged with the textbook. You can also purchase access by going directly to MyWritingLab.com. Once you register, you should take all four sections of the pre-diagnostic test ASAP.

Portfolio:

All essays should be written and then revised on Criterion three (3) times before a final version is posted on Criterion and before the hardcopy of that essay is turned in to instructor on the due date.

All graded essays (rough and final drafts) must be kept in a portfolio (a clearly labeled, two-pocket folder that is color-coded for this section). Do not use this folder for class notes, or other materials.

In the final weeks of the semester, students will submit hard copies of their papers with all necessary documentation for the calculation of your final grade.

ALL out-of-class essays must be in **2009 MLA format**. See link on Moodle site for specific requirements. All essays will be submitted in the appropriately styled and colored folder.

Grading Policy

Final drafts of essays will be evaluated on the following criteria:

**Content and development: Controlling idea, specific support, coherence*

**Expression: Sentence structure and variety, precise word choices*

**Organization: Clear and meaningful thesis, transitions, and overall unity*

**Grammar, mechanics and usage: Standard written English, punctuation, spelling, meaningful title, and identifying of sources*

A (excellent): This paper demonstrates strength in all of the evaluation criteria listed above. It has a compelling, original, and thoughtful main point that is supported by accurate details, examples, and explanations. The paper is easy to follow because it is clearly organized and has transitional markers. In addition, precise and lively word choices are combined into balanced, clear sentences. There are few, if any, deviations from standard usage, grammar, and mechanics.

B (good): This paper is strong in all of the evaluation criteria, but is weaker than the A paper in the quality of the main point, development, diction, and sentence variety. It has few, if any, errors of usage, grammar, and mechanics.

C (adequate): This paper is clearly organized around a main idea but may not be as fully developed as an A or B essay. Typically, expression is clear and sentences are correct, but they may lack variety. Errors in grammar, usage, and mechanics are infrequent.

D (inadequate): This essay does not meet the criteria listed for the assignment. Usually, no organizational pattern is evident, or the main point and development are too general to be effective. Sentence-level problems (comma splices, run-ons, fragments), incorrect word choices, or errors of punctuation, usage, spelling, and mechanics lower the grade.

F (failing): This paper is unacceptable. It is off the topic, plagiarized, or unintelligible.

Daily Work

Check plus (/+): work completed thoroughly and thoughtfully

Check (/): work completed although sketchy in places

Check minus (/-): work attempted but not completed

Minus (-): work not attempted

Plagiarism: This is the serious ethical violation of presenting other people's words or ideas as your own, including material on the Internet (see a handbook for further definition and how to avoid it). Plagiarism and other forms of cheating can result in a failing grade on examinations and papers and, in some instances (notably, the research essay and final examination), a failing grade for the course.

Conduct:

- No cellphones will be allowed on the desk and permission must be given to use a computer in the classroom for note-taking purposes. (Dictionaries cannot be digital.)

- After one warning regarding texting/cellphone use, student will be dismissed from class and will be marked absent;

- As a courtesy, hoodies and sunglasses should be removed during class;

- Students will refrain from using slang, profanity, and must raise hands to speak to the class and the instructor;

- Matters regarding grades or personal issues must be addressed during my office hours.

Finally (!), this syllabus and the Course Calendar (forthcoming) is an overview of weekly topics, chapters to be discussed, writing assignments, and exams. The exact reading within each chapter will be given to students during class each week and/or posted on Moodle. **Please make sure you check Moodle and/or with a classmate if you are unsure of the assignment for the next class meeting.**