

English 1101, Fall 2007, CRN 51936

Surviving Academic Literacy Expectations

Georgia Southern University, College of Liberal Arts & Social Sciences
(CLASS)

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“Once you have learned how to ask questions—relevant and appropriate and substantial questions---you have learned how to learn and no one can keep you from learning what you want or need to know” (Postman & Weingartner) is my philosophy for this class. I can show you how to be successful as a student, as a learner, as a person, but I can’t make you do anything; it’s all up to you.

Office Hours: Mon 2-4:00, Wed 3:30-5:00, and by appointment---I keep a sign-up sheet on my door.

Required Texts (in the bookstore):

College Rules, Nist & Holschuh

Stiff, Roach

The World Is Flat, Friedman

Prentice Hall Reference Guide (6th edition preferred), Harris

Supplies: a flash or quick drive is best—along with a cable, blue/black pen, notebook paper, binder (for packet & notes)

Course requirements:

6000- 8000 words in various genres and rhetorical situations

WebCT participation <http://webct.georgiasouthern.edu/> DAILY

Multi-draft compositions with sources

Documentation practice

Quizzes/homework

Group work and other daily participation

Final essay exam.

Regents’ Exam (see Eagle Eye for exemptions, pgs 18 & 19)

<http://academics.georgiasouthern.edu/testing/regents.htm>

Students with disabilities are responsible for letting me know the required accommodations; GSU will issue official forms for the student to give me.

Course Goals*: Students in ENGL 1101 will focus on using writing and reading for inquiry, learning, thinking, and communicating through extensive reading and writing practice. They will learn the processes writers use and incorporate those processes in their own writing.

Learning Outcomes: More specifically, we intend for our students to

Focus on a purpose

Use conventions of format and structure appropriate to various situations

Understand a writing assignment as a series of tasks, including finding, evaluating, analyzing, and synthesizing appropriate sources

Use a variety of technologies in the writing process

Develop flexible strategies for generating, revising, editing, and proofreading

Demonstrate the competent use of syntax, grammar, punctuation, and spelling

Why is all of this writing necessary? Because words matter! Those who control them have power in their lives. We want you to practice enough with writing that you will be an effective communicator in and outside of the classroom.

Writing assignments: We will write almost daily. Sometimes it will be informal writing like emails, peer responses, WebCT postings, free-writing to generate ideas; other times it will be drafts for your major writing assignments, some of them written in class (perhaps in a timed session) and some outside of class.

You will need to save all of your work and date everything!

These activities represent the three main ways we use writing: to convince, to express, and to learn.

Each major assignment will have a rubric designed to guide you towards your best work in the final product. Generally, all writing activities and assignments reflect the course goals listed above. Please be sure to ask questions if you are uncertain about how your writing will be assessed. I will also include the individual assignments' details on WebCT, so **be sure to check CALENDAR** area and your email as well.

Final draft format: Each composition must have a three-line heading that includes your name, the date, and the assignment. If you do a revision, the assignment, for example, would say Essay #3 Revision. Each major writing grade requires a cover letter/reflection explaining your writing strategies; I will provide some questions based on individual assignments. These questions require real thinking, not one word or one sentence responses. I have included a sample of the reflection/cover letter questions in your course packet. Failure to write a reflection or to write a thorough one will count as a zero for that assignment, which will be recorded in the "other writing assignments" category. I

must have seen at least one of the early drafts for each final draft submission, or I won't accept the final version.

Important: Save all drafts as "rich text format" (rtf) as well as either a word or word perfect document so that you can easily pull up your work in our computer labs. If I can't read it, I can't grade it. If you have a habit of forgetting your disk or flash drive, I recommend that you also **email your draft to yourself BEFORE you exit your text.** Save all work in at least two places, not just on your hard drive. Trust me: you will lose it to a virus or accidentally erase it at some point during the term.

REVISING: You have the option of revising the first two major assignments within ten days of getting the assignments back; I will record the average of the two graded versions. **Each revision must include a cover letter as well, telling (describing) changes you made and why.** Revisions must include the original graded draft or I won't accept the rewrite. Mere editing will not influence a grade improvement; only substantive rewriting major content will. I recommend making an appointment with me, the University Writing Center in the Forest Drive Building #1119 (**871.1413**), or the Academic Student Success Center (the beige metal building next to the Newton Building: **681.5371**) to get help with revising so that you make the best content improvements that you can.

Missed activities like quizzes cannot be made up; a zero will be recorded. Essays must be turned in on time regardless of your attendance, so either turn your paper in early or get a classmate to turn it in or send it via attachment on email if you're out. No acceptable excuses for late papers exist since the deadlines are told to you well in advance (usually on WebCT). "Late" means not turning in the assignment within the first five minutes of class. "I didn't know; I wasn't here" doesn't work with me. Neither does "Can I go print out my paper? I have it on disk." When there is a paper deadline, that means the paper must be handed to me when class begins, not on a disk. Late assignments of no more than 24 hours will be accepted; late work will receive a letter grade deduction after it has been graded for content. After 24 hrs late, you will earn a zero for that assignment. You must accept the consequences of your choices and actions. *I reserve the right to modify these claims on an individual basis.*

Expectations: Use good time management. You will be spending at least two hours outside of class for each hour in class doing reading, writing, and perhaps even studying for this course. Even though your load might seem light in the first week or so, writing, like math, builds on previous course activities; ideas and practices are scaffolded so that you learn better.

I know I said it before, but save everything! I suggest saving each draft under a different name to stay organized (Writing1 or draft1; Revision2 or draft2 for example).

Students are expected to arrive on time and be prepared (having read, having written, having posted) for class as well as conferences. You can expect the

same from me. We will do a lot of peer work, so if you don't bring the required written work to class or the conference you will lose in two ways: getting the help of classmates and earning a zero for class participation. If we are scheduled to review drafts, bring drafts to class or the required conference. If you are not prepared, you will have to leave since you will be disrupting the activity by not participating and will be counted absent.

Be sure to **check WebCT CALENDAR daily** so that you don't forget about draft deadlines or meeting places. On days when we might have WebCT activities (and not physically meet in the classroom), you are still required to participate during the class time only. If you fail to use WebCT for those assignments within the 50-minute period, you will be counted absent.

All cell phones, pagers, and watch alarms must be turned off during class, or you will have to leave and be counted absent for the disruption.

Plagiarism will not be tolerated (copying others' homework counts!). Any writing that I suspect is not written in your "voice" will, at minimum, be written again. The best rule of thumb is to use your own words and come to me if you have any doubts about getting "too much" help from tutors or friends.

Any student who intentionally plagiarizes will receive an "F" for the course and will be sent before the GSU judicial board.

Extra credit: I don't believe in it; you get what you earn. Besides, if you apply what we discuss and practice during class & homework activities, your early and final drafts will be much better; moreover, if you choose to revise your compositions, you have done "extra credit" by learning from your previous efforts instead of performing some random additional writing.

Tutoring Centers: I encourage you to use the Academic Success Center (681.5371) or the Writing Center (<http://class.georgiasouthern.edu/writingc/>) especially at the early stages of your drafts---to get ideas, develop ideas, organize ideas, or even to figure out the assignment. You must ask a particular question about your writing if you go ("I have trouble with specific detail," or "I can't seem to write an effective introduction"); consultants will not go through your paper just to proofread. Bring the assignment with you and any drafts you have so far. I also suggest that you read your paper aloud to the consultant so you, as the writer, can hear what you've said, and it will give the other person a chance to absorb some of your ideas before you begin your session.

WebCT Log In Prompt

<https://my.georgiasouthern.edu/> This site must be entered before you can go to WINGS or WebCT; it has detailed instructions to get started.

Use your GSU Email Username (the info that comes before the @ symbol) and your WINGS password to get in to WebCT for the first time.

912-681-0882 is the WebCT phone if you'd rather speak to a human!

Absence policy: You have two absences (missing more than 15 minutes of any class session is an absence) with no penalty to your final grade. However, I've had "A" writers scrape by with a 70% course average because of their habitual absences. Three late arrivals (more than five minutes after class begins) equal one absence. You will earn a letter grade deduction on your overall course grade at a third absence; a fifth will earn you an "F" for the course. If lateness becomes a problem in class, I reserve the right to lock the door to prevent further disruptions. Coming in late, trying to find out what's going on by talking to someone, noisily pulling out your chair and looking for your books---all of these activities are rude and won't be tolerated. Missing a required conference with me will count as an absence.

If you do have to be absent, you should email classmates via WebCT to find out what you missed. Just click on "mail" and then on "compose." Then click on "browse" and choose the person you want to write to. Click "done" and start your letter. Don't forget to hit "post" when you're ready to send.

Grade break-down

College Paper	25%
World Is Flat Paper	25%
Newspaper	25%
Essay Exam, <i>Stiff</i>	25%

Letter grade break-down

A+ = 98
A = 95
A- = 92
B+ = 88
B = 85
B- = 82
And so on . . .
F = 50

Final remarks: I hope that we'll enjoy this course as we read and write to get to know ourselves and others around us. Please feel free to email me via WebCT with any questions you have about subjects, assignments, activities we do in class. Even better, come by the office so we can talk face-to-face; I usually have a sign-up sheet by my office door (Newton 1120E—the first floor of the office end of Newton). Emailing me at katalb@georgiasouthern.edu is the surest way of getting in touch with me; I am famous for forgetting to check my voice mail.

Attitude influences at least 50% of your learning. Make sure you stay confident, diligent, and responsible. Ask questions (in class, in my office, or through email) if you don't understand. I respect those who make the effort. Please don't wait until the last minute to get help; the hole will be too deep to dig out of by Week 5 of this semester!

Tips: 1) Put your name in every textbook! If someone steals your book, that person can sell your book and get YOUR money. Writing your name in the book does not make it any more "used" than one without it in there. 2) Refer regularly to your Eagle Eye for university rules & regulations.

Important Dates

Aug 13	Attendance verification
Sept 3	Holiday
Sept 28	Freshman midterm grades
Oct 8	Last day to withdraw without penalty
Nov 21-23	Thanksgiving Holidays
Nov 30	Reading Day
Dec 4	Final Essay Exam Tuesday, 5:30-7:30 in classroom

Class meets TR (N2209); Lab meets W (N1106).

TENTATIVE COURSE ASSIGNMENT PLAN

Wk 1	Aug 14-16 Writing practice, course expectations, WebCT
Assignment #1: College Rules (25%)	
Wk 2-5	Aug 21-Sept 6: personal writing & reading response Drafting, posting to WebCT, conferencing, editing
Assignment #2: The World Is Flat (25%)	
Wk 6-8	Sept 11-Oct 4: organizing & developing papers Drafting, posting to WebCT, conferencing, editing
Assignment #3: Newspaper (25%)	
Wk 9-12	Oct 9-Nov 1 Genre practice, drafting, conferencing, editing, WebCT
Final Essay Exam (25%, 2 parts)	
Wk 13-17	Nov 6-Nov 29 on the book, <i>Stiff</i>

WHY THESE ASSIGNMENTS?

All writing assignments are designed to help you adjust to the thinking through and organizing of your ideas, which you will express in speaking and writing. Taking your time and doing thoughtful work will lead to success in the course, especially on the final essay exam, the piece of writing that illustrates all that you have learned in the English 1101 course. These skills will also help you with future reading & writing assignments (academic literacy expectations!) in any of your content courses as well as in everyday life literacy demands.

Reminder: Check WebCT daily, especially the calendar and email, to keep up with course deadlines, explanation of assignments, and activities. Use the tutorial at the WebCT address in order to get used to maneuvering through it: <http://webct.georgiasouthern.edu/>