**English 125 ~ College Writing Skills**

Section 79184

June 14 - July 22, 2010

 Classrooms: MW – Soc 35/ TTh – Hum 62

**Instructor**  Deborah Lyons

**Email**  deborah.lyons@reedleycollege.edu

**Office Hours** Please contact me to arrange a meeting.

**Required Texts**

* *College Culture, Student Success* (A Longman’s Topic Reader). Debra J. Anderson.

Pearson Longman, 2008.

* *A Pocket Style Manual. 5th Edition.* Diana Hacker. Bedford St Martins, 2008.

**Course Description**

This course will focus on several important areas: developing the process of writing, revising, and finishing papers, including the logical development and organization of ideas; avoiding common writing errors; developing reading skills by reading model essays and analyzing rhetorical strategies; developing critical thinking by matching the structures of writing to meaning and audience; and by using writing as thinking to explore and express ideas. Subject Prerequisites: Completion of English 252 or placement by the college assessment process.

Writing is hard. It takes great effort to improve. I expect you to read carefully, think critically, and write and revise intentionally. Don’t take this course if you are not willing to work hard.

**Course Outcomes**

**1.** Upon completion of this course, you will be able to:

1. Prewrite constructively to generate ideas and determine ideas, opinions, positions, and ultimately theses and plans.
2. Respond to a prompt quickly and independently.
3. Write a developed essay with a clear thesis and support.
4. Write with some sophistication: introduction should be more than a thesis; a conclusion should be more than a summary; an essay should have ample substance.
5. Plan and revise fairly independently employing all stages of the writing process as necessary and appropriate.
6. Recognize and revise common errors such as problems with fragments, comma splices, and sentence fuses throughout a piece.
7. Construct syntactically correct sentences.
8. Use a variety of rhetorics and structures, including documented sources.
9. Use MLA style with some guidance to set up papers and document sources.

**2**. You will demonstrate a command of the course outcomes by writing essays and through your performance on a final grammar exam. Your essays will be written according to the following guidelines. By following these guidelines, you will demonstrate your ability to write well. These guidelines cover several important skills:

1. Your ability to write an introduction.

 1. thesis

 2. supportive material

 3. transition

2. Your ability to write good paragraphs in the body of the essay.

 1. topic sentence

 2. context

 3. direct quotation

 4. critical thinking

 5. transition

3. Your ability to write a concluding paragraph.

 1. restate the thesis

 2. restate the supportive material

 3. make a final statement

4. Your ability to cite direct quotations using the MLA methods discussed in class.

5. Your ability to avoid fragments, comma splices, and sentence fuses.

6. Your ability to use basic skills, such as, but not limited to, spelling, word choice, verb tense, subject verb agreement, pronoun agreement, the apostrophe, capitalization, and indicating the titles of works.

7. Your ability to complete a list of works cited using the MLA methods discussed in class.

**Required Course Work**

Class Participation Required

Quizzes 15%

In-Class Writing, Discussion Boards 10%

Essays 65%

Final 10%

**Class participation** is defined as being actively engaged in the class. This includes arriving on time to class, completing assigned readings and other homework, and joining in discussion.

**Quizzes** are based on grammar concepts learned in class. Missed quizzes or other in-class assignments cannot be made up.

**In-class writing** includes brief responses to the readings as well as longer, timed essays. As part of a team you will be responsible to lead class discussion on at least one of the readings.

I do not give extra credit. However, you may choose revise one of your first two essays for a better grade. To do so you must meet with me and submit a plan for revision. Any revised essay must be submitted by July 12.

**Paper Policy**

1. Please note: TO PASS THE CLASS YOU MUST TURN IN ALL ESSAYS. All essays are due at the beginning of class on the date due; typed, printed, stapled and in correct MLA format. I may also ask you to submit a copy online to TURNITIN, a plagiarism checking website. You must run spell check and thoroughly proof read your work before submitting it. If the above standards are not met, I will return your essay to you and you will need to resubmit it in the correct format. Further, you will only be able to receive a C grade on that assignment if this happens.

2. Late essays will be accepted with a 5% drop in the grade for each day late. This includes weekends. I do not accept late essays via email.

3. Failure to turn in the **first essay** will result in being dropped from the class.

**Grading**

You will be graded on a point system scale. Grading Scale: 90-100% A, 80-89% B, 70-79% C, 60-69% D, 0-59% F

**Standards**

* Respect your classmates’ right to learn by staying focused on the topic of the day and listening while others speak. While it is fair and normal to disagree on issues raised in class I expect you to always treat others with respect. I will ask you to leave if you are rude or disruptive.

* Cell-phones must be switched off while in the classroom. Do not send text messages, answer calls or play games during class. If you do so I will ask you to leave the class and you will not receive credit for the day.

**Attendance**

Your attendance is required and will help you to achieve a higher grade and gain what you need from the course. It is your responsibility to know what homework, essays or changes to the syllabus are given in your absence. Contact me prior to any absence, or as soon as possible after. I consider 3 missed classes excessive and reserve the right to drop any student who does not attend class regularly. Be prompt. You will be counted as absent if you arrive after attendance is taken.

**Plagiarism**

Don’t do it.Plagiarism is to use others’ words or ideas and present them as your own. If it is discovered that you have plagiarized on an assignment you will receive a zero on that assignment which may result in a failing grade in the class. In addition to submitting your papers in hardcopy you will need to upload each essay to Turnitin, a plagiarism checking website. There will be a link open in Blackboard on our class page.

**Students with disabilities**

If you have special needs as addressed by the Americans with Disabilities Act (ADA), including alternate media requests, please notify me immediately.

**Summer 2010 Important Dates**

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| --- | --- | --- |
|  June 14 |  Mon  |  Summer classes begin. |
|  July 5  |  Mon |  Independence Day observed (no class). |
|  July 22  |  Thurs  |   Final Exam. End of 6 week session.  |

NOTE: This syllabus is subject to change at any time during the semester as deemed appropriate by the instructor.