**English 125A –Writing Skills for College** Fall 2013

Course #5045 TTH 3:00-4:50

Tues 3:00pm-4:50 SOC 35 and Thurs 3:00pm-4:50 HUM 62

Ms. Martinez martha.martinez@reedleycollege.edu

**Catalog Course Description:**

In this course, students will develop the process of writing, revising, and finishing essays, which includes the logical development and organization of ideas. Students will avoid common writing errors, develop their writing skills by reading model essays and analyzing rhetorical strategies, develop critical thinking skills by matching the structures of writing to meaning and audience, and by using writing as thinking to explore and express ideas. This course is a companion to ENGL 126 and prepares students for ENGL 1A. Students must successfully complete written course work to receive credit. PREREQUISITES: English 252 or English as a Second Language 225 W or placement by the college assessment process. (A)

**Required Textbooks/Materials:**

Graff, Gerald and Cathy Birkenstein. *They Say, I Say*. Norton, 2006.

Cisneros, Sandra. *House On Mango Street*

Kirszner. *Patterns For College Writing*. St Martins, 2012

Any dictionary

A Composition Notebook or any notebook you keep specifically for this class

Internet access: I will provide various handouts/supportive texts on Blackboard

USB or flash drive memory stick (recommended)

Any writer’s handbook is recommended (I found Hacker’s *A Writer’s Reference* very helpful)

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| COURSE OUTCOMES: Upon completion of this course, students will be able to:  |
| 1. Write an essay of at least 1,000 words which include an introduction, multiple body paragraphs, and conclusion of some sophistication. This essay will include:
	* a clearly defined thesis statement
	* unified supporting paragraphs, which begin with topic sentences
	* quotations that support the topic sentences and the thesis
	* supporting material and ideas exhibit critical thinking
	* complete sentences which include a variety of sentence types (simple, compound, complex, and compound/complex sentence)
	* descriptive vocabulary that exhibits growth and sophisticated word choice
	* avoidance of fragments, comma splices, sentence fuses and other basic skills errors, such as capitalization, spelling, homophone issues, verb tense issues, subject-verb agreement, pronoun agreement, word choice issues, confused syntax, etc.
	* use of MLA guidelines to set up essays, correctly use in-text citations for at least one source, and complete a works cited page
	* writing that is free from plagiarism
	* demonstrated awareness of how to write from the 3rd person point of view for a specific audience
2. Plan and revise independently, employing all stages of the writing process as necessary and appropriate.
3. Complete a multi-paragraph in-class essay with a thesis and support.
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| COURSE OBJECTIVES: In the process of completing this course, students will:  |
| 1. learn about writing papers which include introductions, body paragraphs, and conclusions
2. learn to write with some sophistication
3. practice writing thesis statements
4. practice writing topic sentences
5. learn about using quotations and in-text citations that support the topic sentences and the thesis
6. practice developing supporting material that exhibits critical thinking
7. develop an understanding of what a complete sentence is and practice using a variety of sentence types (simple, compound, complex, and compound/complex sentence)
8. learn about common sentence errors, such as fragments, comma splices, sentence fuses
9. develop their usage of descriptive vocabulary that exhibits growth and sophisticated word choice
10. learn how to follow MLA guidelines when formatting papers and using quotations and a works cited page
11. learn about avoiding plagiarism
12. write papers in which they will use 3rd person point of view and practice addressing a specific audience
13. practice using all stages of the writing process as necessary and appropriate
14. practice writing in-class essays
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**Accommodations:**Please inform me of any special circumstances you might have. If you have special needs as addressed by the Americans with Disabilities Act (ADA), including alternate media requests, please notify me immediately. Reasonable efforts will be made to accommodate your needs.

**Respectful Learning Environment:** We do a lot of group work in this class and I ask that you all be considerate of others. Come to class prepared to share your writing and respect the opinions of others. Do not use your cell phone during class. If you use your phone or if your phone rings during class I will enforce the Cookie Policy. Do not use the computers for anything other than instructed, this means no Facebook. Failure to comply may result in your removal from the course.

**As per the Reedley Student Handbook**:

**Academic Dishonesty**

Students at Reedley College are entitled to the best education that the college can make available to them, and they, their instructors, and their fellow students share the responsibility to ensure that this education is honestly attained. Because cheating, plagiarism, and collusion in dishonest activities erode the integrity of the college each student is expected to exert an entirely honest effort in all academic endeavors. Academic dishonesty in any form is a very serious offense and will incur serious consequences.

**Cheating**

Cheating is the act or attempted act of taking an examination or performing an assigned, evaluated task in a fraudulent or deceptive manner, such as having improper access to answers, in an attempt to gain an unearned academic advantage. Cheating may include, but is not limited to, copying from another’s work, supplying one’s work to another, giving or receiving copies of examinations without an instructor’s permission, using or displaying notes or devices inappropriate to the conditions of the examination, allowing someone other than the officially enrolled student to represent the student, or failing to disclose research results completely.

**Plagiarism**

Plagiarism is a specific form of cheating: the use of another’s words or ideas without identifying them as such or giving credit to the source. Plagiarism may include, but is not limited to, failing to provide complete citations and references for all work that draws on the ideas, words, or work of others, failing to identify the contributors to work done in collaboration, submitting duplicate work to be evaluated in different courses without the knowledge and consent of the instructors involved, or failing to observe computer security systems and software copyrights. Incidents of cheating and plagiarism may result in any of a variety of sanctions and penalties, which may range from a failing grade on the particular examination, paper, project, or assignment in question to a failing grade in the course, at the discretion of the instructor and depending on the severity and frequency of the incidents.

**Grading Contract**

This is the breakdown of how I grade:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **# of Absences** | **# of Late Assigns.** | **# of Missed Assigns.** | **Midterm Essay** | **Final**  |
| **A** | 3 or less | 2 or less | 0 | Complete | exceeds expectations |
| **B** | 4 or less | 3 or less | 0 | Complete | exceeds or meets |
| **C** | 4 or less | 3 | 1 | Complete | meets |
| **D** | 4 or more | 3 | 2 | Complete or not | Meets or not |
| **F** | 4 or more | 3 | 3 or more | Complete or not  | meets or not |

As an instructor I have the responsibility of preparing for class every day, facilitating your learning, and answering any questions you may have in a timely manner. I also promise to provide you with honest and helpful feedback to help your progress and effectiveness in this course.

Your responsibilities:

1. Attendance/participation: Class starts promptly on the hour. You will come prepared (homework completed, notebooks ready) because in our class attendance equates to participation. Any time you come to class unprepared (not having read the material or done the homework) you will be marked absent since you will have nothing to contribute to your group. It is simply not fair to your classmates. **Showing up late to class and/or leaving class early 3 times will equal one absence**. If you need to leave the classroom for the restroom please do, no need to ask. If you are wasting your time on your phone or using the computers for anything other than work you will be asked to leave and I will mark you absent. Religious Observances: you must let me know within the first two weeks of the semester in writing. College sponsored events: Provide me with this information ASAP.
2. Sharing and collaboration: You will fully participate with your group members during our in class workshops and BB workshops. You will share your writing on BB and in class when called to do so. You will provide thoughtful responses to your classmates. You must be an active participant in our class.
3. Late Assignments: You will turn in on time all work we do for this class. You are allowed to turn in work late 3 times (with the exception of the midterm and final) for whatever reason. This work needs to be turned in within one week of the original due date. You must first check with me about your late work to set your new due date. Note that if you are aiming for an A in this course you are only allowed 2 late assignments.
4. Missed Assignments: These are assignments that you completely ignore or try to turn in after your “late” due date. You can’t have any of these if you are aiming for an A or B. One missed assignment gets you an automatic C.
5. Quality of your work: You will meet or exceed the conditions of our rubrics. This is what “meets” and “exceeds” means in the chart above in regards to our midterm and final. You will revise your work throughout the semester to ultimately meet the final rubric. We will develop these rubrics together as the semester progresses so that you will know exactly what you need to do to exceed and meet expectations. \*Rubrics will be passed out at a later date.

What a Grade Means Using This Contract:

C, D, F: you do not meet the contract above

B: you do all that is asked of you and meet this contract

A: you do all that is asked of you and meet this contract, you must do exceptional work, exceed expectations on our rubrics, challenge yourself to become a better reader and writer. To get an A you must go above and beyond what is asked of you.

This is a great way to know where you stand at any given time during the semester. You are not fighting with your classmates or with me for an A. You are here to learn and this contract ensures that you put in the effort to do so.