**English 125: College Writing Skills (55615)**

**Reedley, Spring 2015**

**Instructor: Ms. Lisa McHarry Email:** **lisa.mcharry@fresnocitycollege.edu** **Course Units: 4.0**

**Day/Time: Mon 2-3:50pm Soc35/Wed 2-3:50pm Hum 62**

**Office Hours: TBA**

**What is this course?** English 125 develops 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 English 126 and prepares students for English 1A. Students must successfully complete written course work to receive credit.

**Prerequisites: English 252 or English as a Second Language 225W or placement by the college assessment process.**

**What will I be expected to do in this class?**

**Course Outcomes:**

*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

**What do I need to bring to class?**

**Required Materials:**

Graff, Gerald and Cathy Birkenstein. *They Say I Say: The Moves That Matter in Academic Writing*. 3rd ed. New York: W.W. Norton & Co., 2014. Print. (Required)

Strayed, Cheryl. *Wild: From Lost to Found on the Pacific Crest Trail*. New York: Vintage Books, 2012. Print. (Required)

Hacker, Diana and Nancy Sommers. *A Pocket Style Manual.* 6th ed. Boston: Bedford/St. Martin’s, 2012. Print. (Optional— but strongly recommended)

\*While a computer of some kind with a word processing program is required for the work assigned outside of class, you do not need a laptop in class. Much of the work we do in class will be handwritten.

**Blackboard:** This class is linked to Blackboard, an online service that connects course information and assignments. We will spend a good amount of time during the first few weeks of class to make sure you are well acquainted with Blackboard and what I expect you to do there.

**Email:** You are required to check your email frequently in this class (at least every other day) to receive any announcements from me about the course. I send these emails through Blackboard, so they go through your school email. If you have not set this up or don’t know how to access your Reedley College email, please check with me or contact tech support.

**How will I be graded?**

**Grade Breakdown:**

Formal Writing Projects (Essays): 40%

Online Writing (Blackboard assignments): 25%

Small Group Workshops/Revision Workshops: 25%

Quizzes: 10%

\*Quizzes are not always announced ahead of time, but are always within the first 10 minutes of class if I give one. These cannot be made up.

\*\*I do not grade through Blackboard, so you will not have access to your calculated grade unless you ask me (which is always fine). You will receive a score on everything you turn in for this class, either hard copy or online through Blackboard.

**Attendance:** This is a fairly fast paced course. Lots of writing, lots of reading. While I don’t factor attendance into your grade, I can tell you with 99% certainty that if you do not attend this course regularly you will not pass. Reedley College policy dictates that more than 2 weeks of absences puts a student in serious jeopardy of being dropped. This means that if you miss more that 4 class meetings (the equivalent of 2 weeks), I have the right to drop you. While I will never do this without contacting you first, please keep track of your absences so that you do not fall behind. When you do need to miss class, please be responsible and contact either me or a fellow classmate to catch up on what you missed. \***If you are a student athlete, please make sure to talk to me within the first week so that I am informed of any days you need to miss for your respective activity.**

**What kind of assignments will there be in this course?**

**Foundational Course Assignments:**

* **Essays:** You will be asked to write four essays in this class. For each of these, you will receive a writing prompt from me along with a series of assignments that helps you build up to the essay. Essays 2 and 3 will require a rough draft and final draft. All of your essays will be submitted electronically through a program called Turnitin in Blackboard, which checks for originality.
* **Revision Workshops:** A key component to this class is peer response to drafts of formal and informal writing. Students will be expected to share their writing with their peers in order to get feedback about how to revise the writing to better address an audiences questions, challenges, and responses. This means that everyone will need to share their writing with others AND strive to be a good reader to peer drafts. There will be several workshops throughout the semester that help you work on revising your writing. Each of these are worth 25 points and so it is always recommended that you come to class and participate on these days. For most of these workshops, you will need to print your essay and bring it with you to class to workshop it.
* **Triple Entry Journals:** We will be reading Cheryl Strayed’s *Wild* in this class. To help you keep up with the reading and understand it, you will complete one journal a week while we read the book. You will receive a reading schedule soon, as well as instructions about what a triple entry journal is. These journals are submitted through Blackboard.
* **Blackboard writing assignments:** Throughout the week, as we learn major reading/writing concepts and discuss reading selections, I will assign short writing assignments to be completed on Blackboard. These assignments will help you prepare for the next class’s discussion.

\*\***Late Policy:** Any work that you need to turn in late needs to be submitted no later than a week past the original due date. Beyond that, I will not accept late assignments. Late work gets a 10% deduction in grade.

**Writing Center:** The Writing Center at Reedley College is located in HUM 58. This is a fantastic place to get help with your writing at any stage of the process. You are STRONGLY encouraged to enroll in the Writing Center’s English 272 course, a ½ unit tutorial class. They are open 8a-2p M-Th. While I encourage you to visit the Writing Center as much as you can, you can earn up to 2 “freebies” throughout the semester if you work with a tutor on one of your **essays** for this class. The freebie can be used to replace any missing or late assignment or a low quiz grade. You must bring back the Writing Center form that the tutor fills out when they work with you to receive this freebie.

**SCCCD Policies**

**DSPS**

If you have a verified need for an academic accommodation or materials in alternate media (i.e.: Braille, large print, electronic text, etc.) per the Americans with Disabilities Act or Section 504 of the Rehabilitation Act, please contact me as soon as possible.

**Elevators**

The elevators on campus are intended primarily for use by authorized staff and students with physical disabilities. Each time you frivolously use the elevator you may be preventing a student with a physical disability from getting to class in a timely fashion. Please be courteous of others with special needs and use the stairs whenever possible. On those days when you do feel a need to use the elevator, please allow authorized staff and any students with disabilities to enter first. Please do not crowd or push any other student if the elevator is full. Wait for the next empty elevator so you and other students can arrive to your class safely. Thank you for your cooperation.

**Plagiarism**

Cheating is the practice of fraudulent and deceptive acts for the purpose of improving a grade or obtaining course credit. Plagiarism is defined as a specific form of cheating that consists of the misuse of others’ published or unpublished language, ideas, or other original material by misrepresenting the material (i.e. another’s intellectual property) through not acknowledging it correctly- that is, passing it off as if it were one’s own work. Neither cheating nor plagiarism will be tolerated in this course.

The issue of cheating/plagiarism goes deeper than “copying” to an issue of academic dishonesty. In your English class, you will be encouraged to discuss your work at great length with others, you will consult models of reading and writing and other student work to help you, you may confer with a tutor or writing center tech, and you will do lots of different activities to guide your learning. Help from any source must be acknowledged, and there are accepted ways to do this. If in doubt, ask me. Violation of the letter or intent of this policy will result in serious harm to your learning, to your grade, to your standing in class, and perhaps to your standing at the college.

Depending upon the severity of the act, cheating, or plagiarism will lead to disciplinary and academic sanctions ranging from loss of credit in the class, to placement of a letter in the student’s permanent file, or even to expulsion from the college as defined in the Code of Student Conduct.