

Syllabus

English 25

Fall 1998

Instructor: Corinna Ruth
Schedule # 1427
2:00 - 3:50 PM
T- INC 2
Th- HUM 62 - lab.

Dates to Remember:

Sept. 7-Labor Day - Holiday
Oct. 16 - Last day to drop this class
Oct. 16 - Midterm report period
Nov. 26-27 - Thanksgiving Day Holidays
Dec. 18 - Fall Semester Ends

Required Text: Eschholz, Paul, and Alfred Rosa. *Themes for Writers*
Ellsworth, Blanche, and John Higgins. *English Simplified*,
eighth edition

Other Materials: A 3 1/2" double-sided, double density computer disk will be used in the computer lab. Always bring paper, a pen, and a pencil to class. You will also need a portfolio folder.

Course

Objectives: The purpose of this course is to help you become a more effective writer. The only way to learn to write is by writing. Therefore, this course will give you practice in constructing clear and concise sentences and cohesive paragraphs within a well-organized essay. The emphasis will be on content, organization, correct usage, spelling, and punctuation.

Requirements: You will be required to complete at least 12 writing assignments (about one per week). To pass English 25 you must receive a passing grade on at least six of these essays. Essays will not be accepted after the due date. You will also write several in-class essays, and you must pass at least two. You will be given several section quizzes on grammar, punctuation, mechanics, usage, and documentation, and you must receive an average of C or better to pass the class. In addition you will be given weekly quizzes that will cover the reading assignments and lecture information. You will also take a mid-term and final exam. See the attached sheet for a detailed explanation of the grading process.

Attendance: You will be expected to come to class on time each day and stay for the entire period; after four absences (for whatever reason) I may drop you. A sign-in sheet will be available. If you are late, you must see the instructor after class to sign in. If you are absent you must make up all exams, quizzes, and writing assignments.

Grading (continued):

A passing essay has the following strengths:

- good mechanics, spelling, usage and syntax
- strong organization and structure with a solid main point or idea
- evidence of an effective writing style, tone, purpose, and creativity

An essay that is not passing will need strengthening in the following:

- Mechanical errors make your paper hard to understand. If the paper shows promise otherwise, you will be asked to revise it.
- organizational problems: We will develop a plan to help you restructure your paper.
- development: I will advise you about expanding and developing your main idea with examples and other details.

Your grade will be based on the following:

- the grammar section quizzes (*English Simplified*),
- the weekly quizzes on the reading assignments and lecture information (*Themes for Writers*)
- the 12 completed essays in your portfolio (six must be passing)
- the in-class essays (2 must be passing)
- the midterm exam
- the final exam

I have attached a progress chart where you can monitor your progress throughout the semester.

Tentative Weekly Plan (this is subject to change)

Tuesday (Room INC 2)

discuss main concept for the week (from the text) - discuss new skills
freewrite for this week's essay - weekly quiz on reading assignment -
workshop on papers in progress - discussion of essays in text - in-class
essays

Thursday (HUM 62 - lab)

meet in lab
work on computers - polished draft of this week's writing assignment due
revisions due - final draft of last week's paper following teacher's
suggestions - The instructor will be available in lab for individual
conferences.

PROGRESS CHART

Ruth English 25

Name _____

(Consider this page as a table of contents for your portfolio as well as a record of your progress in English 25)

TITLE	Date Completed (need 12)	Date Passed (need 6)
ESSAY #1		
ESSAY #2		
ESSAY #3		
ESSAY #4		
ESSAY #5		
ESSAY #6		
ESSAY #7		
ESSAY #8		
ESSAY #9		
ESSAY #10		
ESSAY #11		
ESSAY # 12		
ESSAY # 13		
ESSAY # 14		

SECTION QUIZZES

Enter grades for quizzes in blanks

READING and GRAMMAR QUIZ

1 _____	5 _____	9 _____
2 _____	6 _____	10 _____
3 _____	7 _____	

12 typed essays	_____
6 passing	_____
2 passing in-class essays	_____
reading/ grammar quizzes	_____
midterm exam	_____
final exam	_____