

**Course: English 25**  
**Instructor: Tom Moradian**  
**Fall 1999**

## **Course Policies**

**Objective: College Writing Skills**

**Attendance: After five absences students will be dropped.**

**Late Papers/ Missed Exams: Late papers will be worth half the assignments' possible points. I will schedule make-up exams if you contact me beforehand concerning excuses.**

**Grades: All assignments are graded by points. Final grades are computed on a strict percentage basis: 90%+=A, 80%+=B, 70%+=C, 60%+=D.**

**Assignments: There will be daily writing assignments in class and at least one writing assignment per week out of class. Several short quizzes will be given throughout the course, and a final exam will conclude it. There will be at least one assignment from the text each week. Most class meetings will include collaborative exercises.**

**Extra Credit: You may attend readings sponsored by the Fresno Poets Association and other groups and turn in response sheets worth extra-credit points. I will give you notice of dates and times.**

**Paper Format: All out-of-class papers will be typed and double spaced. Use of word processors is encouraged.**

*drop date  
grade scale*

## Syllabus

**English 25**  
**Fall 1999**

**Instructor:** Corinna Ruth  
Schedule # 80305  
8:00 - 9:50 A. M.  
W- HUM 62 - Lab  
F - LFS 17  
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### Dates to Remember:

Sept. 6 - Labor Day - Holiday  
Oct. 15 - Mid-term report period  
Oct. 15 - Last day to drop this class  
Nov. 11 - Veteran's Day - Holiday  
Nov. 25-26 - Thanksgiving - Holiday  
Dec. 13-17 - Final Exams  
Dec. 17 - End of Fall Semester

**Required Text:** Kirszner, Laurie G. and Mandell, Stephen R. *Patterns for College Writing*  
Ellsworth, Blanche and Higgins, John. A *English Simplified*

**Other Materials:** You will need your own computer disk for the 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 weekly quizzes that will cover the reading assignments, lecture information, grammar, punctuation, mechanics, usage, and sentence structure. You must receive an average of C or better on these quizzes in order to pass this class. You must also pass the mid-term and final exam with a C grade. 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 weekly quizzes on the reading assignments, lecture information, and grammar exercises
- 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)

Wed. ( Room 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.

Fri. (Room LFS 17)

discuss main concept for the week (from the text) - discuss new skills  
discuss essays in the text - review writing samples in the text  
discuss homework due next week  
brainstorm and freewrite for next week's essay  
quizzes and/or in-class essays will be taken during this period  
workshop on papers in progress ( rough draft)

# 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). A completed essay consists of a handwritten rough draft, a computer-generated polished draft (edited by instructor), and a completed final draft with changes suggested by the instructor. It need not be a passing essay.

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		

## QUIZZES

Enter grades for quizzes in blanks

1 \_\_\_\_\_ 5 \_\_\_\_\_ 9 \_\_\_\_\_  
 2 \_\_\_\_\_ 6 \_\_\_\_\_ 10 \_\_\_\_\_  
 3 \_\_\_\_\_ 7 \_\_\_\_\_

12 typed essays \_\_\_\_\_  
 6 passing essays \_\_\_\_\_  
 2 passing in-class essays \_\_\_\_\_  
 quizzes \_\_\_\_\_  
 midterm exam \_\_\_\_\_  
 final exam \_\_\_\_\_