

OSCEOLA STATE COLLEGE
OSCEOLA STATE COLLEGE WRITING SKILLS
SPRING 2000
COURSE DESCRIPTION

Instructor: Gary [redacted]
 Office: A6 Office Hours: M,T,W,F 9:00-10:00 AM and TH 10:00-11:00 AM
 Office Telephone: 638-0300 ext. 3223 School Telephone: 638-3641 E-mail: oceancrest@hotmail.com

Materials:

- *Patterns of Exposition*; Decker and Schwegler

Transferable Skills: critical thinking; drafting and revising essays in terms of clear organization and effective style; researching and documenting sources.

Academic Honesty: Plagiarism is the unacknowledged use of someone else's ideas and/or words. Plagiarism involves everything from buying or borrowing an essay to improper documentation. Penalties for plagiarism may include expulsion from this class and from the college.

Important Dates

- Last day to drop a semester-length course and not have it appear on transcript: Friday, January 28.
- [redacted]

Policies and Procedures

Papers: In order to pass this class, you must complete all paper assignments. Failure to complete one paper assignment will result in an F for the course. I require typed papers, double-spaced and on one side of 8.5"x11" sheets of paper. Staple the pages of each paper in the upper left corner before bringing to class. Papers are due at the beginning of class on the due date. Due dates are final. I will not accept late papers, so if you are absent on a due date for any reason, be sure to hand in the paper early or make preparations with a friend to hand your paper in for you.

Responding Sessions: We will have in-class sessions in which you read and respond to essays written by your peers. Your participation is important.

Participation and Attendance: Your participation is vital to your success and the success of the class. Every person has a responsibility to contribute. Don't let your peers down! Read assigned pieces carefully at least twice and come prepared to contribute at least two strong points of discussion in class each day. Avoid blending into the background. If you are saying nothing I will call on you and expect you to say something. Five or more unexcused absences will result in an F for the course. If you come to class after roll is taken, then you will be counted tardy. Each tardy counts as one half of one absence. Note: Any work missed due to an absence may not be made up (with the exception of in-class assignments missed due to illness or university business. In these situations, an official department or doctor's note is required, and the test must be made up within the next week.).

Reading Questions and Quizzes: Keep up with the reading! Make sure to answer assigned reading questions with thoroughness.

Conferences: I encourage you to see me regularly in my office during my scheduled office hours listed above. If these hours don't work for you, schedule an appointment with me. I'll be happy to see you at another time.

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| Participation..... | 10% |
| Reading Questions and Quizzes..... | 10% |
| Out-of-Class Essays..... | 60% |
| Mid-Term..... | 10% |
| Final..... | 10% |