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Instructor: Fourchy, Office Hours: by appointment. Email kcf2484@qnis.net. Messages may be left on my phone 3813 or with the receptionist.

Class meets - Sat. 9 - 10:50 in Hum 62 and 11:00 - 12:50 in BUS 40

Drop Deadline: March 10 (Last day to drop a class without a grade)

Finals Week: May 15-19

Texts: English Simplified (not the workbook)

A Community of Writers

Materials: notebook, 3.5 formatted disk, a good dictionary

Course Description: Development of writing skills in sentence structure and punctuation; paragraph development; the process of writing, revising and finishing short papers; avoiding common writing errors; and the logical development and organization of ideas. We will write a great deal and in various modes. We will concentrate on generating ideas through journal writing, class discussion and weekly assignments.

Attendance Policy: Attendance is required. Students who miss more than two classes will be dropped or receive a failing mark. If you leave after the first section of the class, it will be counted as an absence. If you are more than 15 minutes late, it will be counted as an absence.

Grading Policy: A quarter of your grade will depend on your participation in the classroom, homework and in class writing assignments (including quizzes). Half the course grade will be based on your written papers. The remaining quarter will be based on the midterm and the final. Passing the final (essay and multiple choice) is a requirement for English 25.

Quizzes: There will be assigned quizzes and pop quizzes. If you are absent from an assigned quiz you will receive a grade of 0.

Papers: There will be four assigned papers throughout the semester that will determine 50% of your grade. You will be able to do most of this work in the computer lab.