Syllabus – Fall 2016

English 112: ESL Composition I (3 credits)

English 100: Writing Lab is a required co-requisite (1 credit)

Instructor: Aimee Hilgers Email: aimee.hilgers@ndsu.edu

Office: Minard 316E Office Hours: MWF: 9:30-10:00, MW 2:00-3:00 & by appt.

Office Phone: 701-231-5054 English Department Phone:701-231-7143

Course # 2151, Section 14 (Writing Lab 4456, Section 14) MWF 1:00-1:50, Stevens Hall Room 231

Course # 2152, Section 15 (Writing Lab 4457, Section 15) MWF 11:00-11:50, Ag & Bio Systems Room 224

Course # 3317, Section 16 (Writing Lab 4458, Section 16) MWF 10:00-10:50, Ag & Bio Systems Room 215

**Welcome to English 112/100!** I am excited to have each of you in class. This class is designed especially for non-native English speakers. I encourage our class to be a community of learners that support each other. I invite you to ask questions and make comments about class material in a manner that respects the rights, beliefs, opinions, and feelings of others. Please feel free to ask me questions you have about our class.

**Required Materials**

1. *Writing Today,* Full Third Edition, by Richard Johnson-Sheehan and Charles Paine. This textbook is on reserve at the library. \*Note: The same book is required for my English 122 courses in the spring semester.

2. Internet access: Blackboard Course Web Site to access course materials and assignments and to submit

some assignments.

3. Access to technology for typing and printing, a way to save your work. (**Save all the work**

you do for class in electronic and paper form.)

4. Several 2-pocket folders for handouts and a final portfolio, notebook paper

5. Small amount of money for printing assignments and some course materials

**Catalog Course Description**

**112:** Guided practice in college-level reading, writing, and critical thinking, with attention to issues encountered by non-native English speakers. Includes writing process, genres, and an introduction to research. Equivalent to ENGL 110. Co-req: ENGL 100.

**100:** ENGL 100 - Writing Lab 1 This course will provide additional support for and extension of ENGL 110, including one-to-one conferences, peer group sessions, and relevant online learning. Co-req: ENGL 110 or ENGL 112.

**Course Goals (Outcomes) and Objectives (achieving the outcome) of the NDSU English Department:**

**General Education Outcomes for English 112**

*Outcome #1: To communicate effectively in a variety of genres for various audiences, purposes, and situations*

English 112 will emphasize academic genres, and extend reading and writing to include genres common in public communication situations. In order to achieve this outcome, students will:

* Read a variety of genres of writing, with an emphasis on writing produced for students and scholars and writing produced for the general reader, intended to inform and influence members of the public.
* Write in a variety of genres for various audiences and purposes (e.g., writing for specific disciplines, writing to communicate visually as well as textually in order to reach wider audiences and meet different reading styles, writing for the general public).
* Practice effective and efficient writing strategies, including generating, developing, and focusing ideas, sharing drafts of writing with peers and the instructor, revising and editing for clarity, consistency, and correctness. Students should also understand that effective communication can only be defined within the context and situation of reading and writing tasks.

*Outcome #6: To integrate knowledge and ideas in a coherent and meaningful manner*

English 112 will instruct students in library and web research skills, and introduce field research as an additional means of finding or generating ideas and knowledge. In order to achieve this outcome, students will:

* Locate information in library and web resources, and respond to others' ideas within their own writing.
* Conduct field research appropriate to their writing projects (e.g., observe people or things, collect and analyze primary sources, conduct interviews), and integrate that research.
* Use a thesis statement, claims, and evidence effectively when a writing situation calls for these particular elements.

**English 100 Writing Lab**: We will have individual conference meetings to discuss your writing. Your conference time counts as your attendance. Please come prepared for conferences. We will use some class for conferences, and we will have some conference times outside of class. We will work with your schedule for these conference times. We will also have online assignments submitted through Blackboard for the Writing Lab. Your grade for the Writing Lab will be the same as your English 112 grade.

**COURSE INFORMATION**

**Contacting me:** My office hours are listed above. Please stop by if you have a question about our class or your grades. Email is the most important way to communicate in college and the best way to contact me outside of class. Use your NDSU email and check it once or twice daily. I will use email to send messages to individual students. Please be aware that I don’t always check my email in the evenings or on the weekend.

**Blackboard:** We will review how to use Blackboard in class. Check and use Blackboard regularly. Blackboard will contain course materials to read and print, assignments, and the syllabus. You will also submit some assignments on Blackboard. You can also view your grades on Blackboard. I will post class announcements on Blackboard.

**Participation and Assignments:** Your activeparticipation is expected. It is important because your conduct affects your work and our community of learners. Be well prepared with all assignments read and all work completed on time. Bring textbooks, papers, handouts, paper, pen/pencil, etc. You will demonstrate your participation by contributing thoughtfully and respectfully to class discussion, peer review, and other class activities and by paying full attention to the instructor and other students in a respectful manner. All assignments must be typed unless otherwise stated.

**Essays (Papers):** You will write four major essays for this course in a variety of genres. All essays will have at least one rough draft, which must be submitted with each final essay. Throughout the semester, I will work with each of you so you know how your writing is progressing with the writing skills we will learn.

**Late Work/Due Date Policy:** Many class activities will require cooperative work with classmates, so they are difficult to duplicate outside of class. Points for first drafts can’t be made up if you miss them because you are absent or late.All assignments, includingessays and drafts, must be submitted on their due date. Late essays will receive a deduction of one letter grade for each weekday they are late. An essay submitted after class on the due date will be considered late and will be marked down one letter grade. No essays will be accepted for a grade one week past the due date. All essays must be submitted to pass the course even if they are too late for a grade.

**Final Portfolios:** You will assemble your essays in a final portfolio at the end of the semester. Save clean copies (without grading marks) of your essays for this portfolio. You will write a cover letter for the portfolio. Your portfolio will be professionally organized. **Save all essays in paper form and electronically for this portfolio.**

**Optional Revision:** You may choose to revise one of the first three essays for a higher grade. The revision will be worth a little or much, depending on the amount and type of revision. You must turn in the revised essay by the due date on the schedule. You must submit the original graded essay with my marks and comments, the rubric with your original grade, and a new, typed copy of the revised essay.

**Grammar and Writing Skills:** We will study grammar, usage, and mechanical issues often encountered by nonnative English speakers as they apply to writing. We will also have short writing exercises to practice important writing skills.

**COURSE POLICIES**

**Departmental Attendance Policy:** In compliance with NDSU University Senate Policy, Section 333: Class Attendance and Policy and Procedure, located at <http://www.ndsu.nodak.edu/policy/333.htm>, **the English Department has established the following attendance policy. All English Department courses require active learning. Students are expected to speak, listen, and contribute. Therefore, prompt, regular attendance is required. Students who miss more than four weeks of class during the standard academic semester (e.g. twelve 50 minute classes, eight 75 minute classes, or their equivalent) will not pass the course.** Moreover, each student is accountable for all work missed because of absence, and instructors have no obligation to make special arrangements for missed work. Additional attendance requirements may be implemented at the discretion of the individual instructor.

**Course Attendance Policy:** In this course, there are no excused or unexcused absences. You may have one week’s worth of absences (3 absences) to use for illness/emergencies without any grade penalty. These 3 free absences can also be used for other reasons, such as family events. Missing a conference counts as an absence. 3 late arrivals equal 1 absence. More than 3 absences will cause a 5-point deduction in your course points for each additional absence. If you have to miss class for a serious reason that you can verify with documentation, talk with me as soon as possible. Check with your classmates about what was covered if you are absent. You may email me or talk with me if needed.

**Academic Dishonesty/Plagiarism:** Work submitted for this course must adhere to the Code of Academic Responsibility and Conduct as cited in the Handbook of Student Policies: “The academic community is operated on the basis of honesty, integrity, and fair play. NDSU policy 335: Code of Academic Responsibility and Conduct applies to cases in which cheating, plagiarism, or other academic misconduct have occurred in an instructional context. Students found guilty of academic misconduct are subject to penalties, up to and possibly including suspension and/or expulsion. Student academic misconduct records are maintained by the Office of Registration and Records. Informational resources about academic honesty for students and instructional staff members can be found at www.ndsu.edu/academic honesty.

**Academic Honesty Defined:** All written and oral presentations must “respect the intellectual rights of others. Statements lifted verbatim from publications must be cited as quotations. Ideas, summaries or paraphrased material, and other information taken from the literature must be properly referenced.” You must do your own work and may not submit others’ work. Plagiarism is unacceptable and is justification for essay or course failure.

**Classroom Manners:** It is good manners to arrive to class on time. Please pay close attention during class and listen respectfully to the instructor and classmates. Please use phones, laptops, tablets, or other devices only when we are using them for class purposes or if you have your textbook online. Unless you have an emergency, please remain in class for the entire class period to be counted as being here.

**Grading:** Your English 112 and 100 course grades and will be the same grade. No extra credit is given.

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| --- | --- | --- |
| **Assignment** | **Points** | **Percent of final grade** |
| *Writing Across Borders* assignments (3x10 points) | 30 | 3% |
| Essay 1: Memoir | 150 | 15% |
| Essay 2: Review | 150 | 15% |
| Essay 3: Rhetorical Analysis of article | 150 | 15% |
| Essay 4: Remix project and reflection | 200 | 20% |
| Remix presentation | 50 | 5% |
| First drafts and peer review (4 essay drafts and portfolio letter x 20 pts) | 100 | 10% |
| Writing exercise | 20 | 20% |
| Grammar/mechanics exercises (6x10 points) | 60 | 6% |
| Final Portfolio with cover letter | 50 | 5% |
| Showcase of student writing participation | 40 | 4% |
|  | **1,000** | **100%** |

The following scale will be used to calculate all assignment grades and the final course grade.

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| --- | --- | --- |
| A | 90-100% | 900-1,000 points |
| B | 80-89% | 800-899 points |
| C | 70-79% | 700-799 points |
| D | 60-69% | 600-699 points |
| F | 59% and below | 599 points and below |

For each essay, you will be give specific information and a rubric that explains how the essay will be graded. The following descriptions show typical characteristics for the letter grades.

A = Excellent in all areas with little or no revision needed. All requirements fulfilled or exceeded.

B = Good to very good. Clearly fulfills all assignment requirements. Strong in most or all areas. Some revision needed to improve the assignment.

C = Adequate to good. Meets the basic requirements for the assignment. Much revision could improve the assignment.

D = Incomplete or inadequate. Meets some but not all assignment requirements. Assignment not on topic, genre, or another aspect is not understood, skill level is not adequate, etc.

F = Failing. Does not meet most of the requirements in most aspects, not completed or turned in, work is plagiarized, or low skill level.

**Americans with Disabilities Act Statement:** “Any students with disabilities or other special needs, who need special accommodations in this course are invited to share these concerns or requests with the instructor as soon as possible.”

**Veteran’s Statement: “**Veterans and student soldiers with special circumstances or who are activated are encouraged to notify the instructor in advance.”

**Center for Writers.**  All students are encouraged to use this valuable resource. M-W: 9-5, TH 9-7, F 9-2. Main Library, Room 6. 701-231-7927. https://www.ndsu.edu/cfwriters to schedule an appointment.

http://www.ndsu.edu/cfwriters

**Note:** All dates, assignments, and activities listed are subject to change at the discretion of the instructor.

**Tentative Schedule**

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| --- | --- | --- | --- |
| **Weeks** | **Date** | **Topic/Activities in class** | **Assignments due** |
| Week1 | August 24 W | Syllabus. Course introduction. Introduction letter assignment. |  |
|  | August 26 F | Class introductions. Blackboard information. Resources on Blackboard. *Writing Across Borders* Blackboard assignments. | Introduction letter is due |
| Week 2 | August 29 M | Watch in class: *Writing Across Borders* Part 1 |  |
|  | August 31 W | Watch in class: *Writing Across Borders* Part 2 and 3 | *Writing Across Borders* Part 1 Discussion forum on Blackboard is due |
|  | September 2 F | Ch 1 Writing and Genres, Ch 2 Topic, Angle, and Purpose; thesis statements | *Writing Across Borders* Part 2 Discussion forum on Blackboard due. Read Ch 1 & 2 |
| Week 3 | September 5 M | Labor Day holiday – no classes |  |
|  | September 7 W | Ch 3 Readers, Contexts, Rhetorical Situations;  Ch 15, 16, 19 Writing Process | *Writing Across Borders* Part 3  Discussion forum on Blackboard is due.  Read Ch 3, 15, 16, 19 |
|  | September 9 F | Paragraph & essay organization. MLA page format |  |
| Week 4 | September 12 M | Grammar topic #1 |  |
|  | September 14 W | Memoirs. Memoir assignment | Grammar homework #1 is due.  Read Ch 5 |
|  | September 16 F | Grammar topic #2 | Begin writing memoir on your own. |
| Week 5 | September 19 M | Memoir; watch short place documentary. Prewriting | Grammar homework #2 is due. |
|  | September 21 W | Grammar topic #3 | Bring draft of memoir. 1 copy. |
|  | September 23 F | Conferences. Meet in my office at your scheduled time. No class. Bring memoir draft. | Full first draft of memoir is due.  Grammar homework #3 is due. |
| Week 6 | September 26 M | Conferences. Meet in my office at your scheduled time. No class. Bring memoir draft. | Full first draft of memoir.  Grammar homework #3 is due. |
|  | September 28 W | Grammar topic #4 |  |
|  | September 30 F | Ch 7 Reviews. Review assignment. | **Memoir is due.** Read Ch 7. |
| Week 7 | October 3 M | Watch short documentaries in class, take notes | Grammar homework #4 is due. |
|  | October 5 W | Reviews: common expectations for short documentaries, plan review. Sources for review. | Begin writing review on your own. |
|  | October 7 F | Quoting, paraphrasing, summarizing. Ch 26 Integrating and framing quotes. Avoiding plagiarism. | Read Ch 26. |
| Week 8 | October 10 M | Quoting, paraphrasing, summarizing, continued. Avoiding plagiarism. MLA Works Cited. | Continue writing review on your own. |
|  | October 12 W | Peer review. | Bring 3 copies of review draft. |
|  | October 14 F | Conferences. Meet in my office at your scheduled time. No class. Bring review draft. | Second draft of review is due for conferences. |
| Week 9 | October 17 M | Conferences. Meet in my office at your scheduled time. No class. Bring review draft. | Second draft of review is due for conferences. |
|  | October 19 W | Grammar topic #5 | Chapter 20 pages 386-387. |
|  | October 21 F | Ch 9 Rhetorical Analysis (RA). Scholarly and trade sources, choosing good sources. | **Review is due.** Read Ch 9. |
| Week 10 | October 24 M | Rhetorical Analysis | Grammar homework #5 is due. |
|  | October 26 W | Research. Meet in Minard 332. Librarian will be presenting. Please be on time. |  |
|  | October 28 F | Research. Meet in Minard 332. Prewrite if time. | Find an article by end of class. |
| Week 11 | October 31 M | Rhetorical Analysis | Bring article and 1 page of RA. |
|  | November 2 W | Grammar Topic #6 |  |
|  | November 4 F | Peer Review | Bring 3 copies of full RA draft. |
| Week 12 | November 7 M | Conferences. Meet in my office at your scheduled time. No class. Bring RA draft. | Grammar homework #6 is due. Bring second draft of RA. |
|  | November 9 W | Conferences. Meet in my office at your scheduled time. No class. Bring RA draft. | Bring second draft of RA. |
|  | November 11 F | Veteran’s Day holiday – no class |  |
| Week 13 | November 14 M | Remix project assignment; give writing exercise assignment | **Rhetorical Analysis is due.** |
|  | November 16 W | Remix project. Work with writing exercise | Writing exercise is due – print and bring to class. |
|  | November 18 F | Portfolio procedures; optional essay revision  information. Remix project. | Begin writing remix, and bring remix draft in progress to class. |
| Week 14 | November 21 M | Remix project – discuss progress with me | Bring remix draft in progress. |
|  | November 23 W | Remix Peer Review | Bring 3 copies full remix draft. |
|  | November 25 F | **Thanksgiving Holiday – no classes** |  |
| Week 15 | November 28 M | Remix presentations. Presenters bring remix poster boards to my office at the end of class. | **Remix presentations. Presenters’ posters to my office at end of class.** |
|  | November 30 W | Remix presentations. Presenters bring remix poster boards to my office at the end of class today. Review portfolio letter requirements. | **Remix presentations.**  **All posters are due in my office at the end of class today** |
|  | December 2 F | Peer review for portfolio letter | 3 copies of full portfolio letter |
| Week 16 | December 5 M | Attend Showcase of Student Writing 10 am – 2 pm. Please be by your poster boards. | **Showcase of student writing.** Check in for attendance. |
|  | December 7 W | Portfolios are due. Optional revised essay is due. | **Portfolios and optional revised essay are due.** |
|  | December 9 F | No class – Portfolio Assessment Day |  |

**Final Exam:**

10:00 class: Wednesday, December 14 at 10:00 a.m.

11:00 class: Friday, December 16 at 11:00 a.m.

1:00 class: Monday, December 12 at 1:00 p.m.