

Engl 110  
English Composition  
3 Credits  
Fall 2012  
M-W-F 8:30 a.m – 9:20 a.m  
Tu-Th 9:30 a.m. – 10:45 a.m.

Instructor: Margaret Bail  
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Office: MiSU campus, Memorial Bldg Rm 416  
Office Hours: Monday thru Friday 11:00 a.m. to Noon

**Prerequisites:** Appropriate score on English Placement Exam or ASC 087 College Writing Preparation.

**Required Texts**

*Writing Today Second Edition* by Richard Johnson-Sheehan and Charles Paine

**Course Description**

English 110 is a composition course designed to explore the writing process by developing your analytical reading, critical thinking and college-level writing skills.

**Course Objectives:** As part of the General Education Curriculum, this course is designed to work towards some common learning outcomes. Students who successfully complete this course will be able to:

1. Write in different genres (such as memoir, letter, proposal, exam essay) or essay types.
2. Analyze the demands and possible strategies of a writing task, based on topic, purpose, context, and audience, and then accomplish that task with clarity.
3. Demonstrate competent College Composition I writing through finished writing that includes a clear, original thesis or claim, appropriate evidence and support, a logical structure, and a style of language that serves the writer's purpose and audience.
4. Use the stages of the writing process to develop, organize, and present ideas in writing. Students will be aware of and will practice inventing, planning, drafting, and revising.
5. Students will read closely and analyze what is read.
6. Students will begin to learn to find and evaluate information resources, then integrate and acknowledge sources in their writing.
7. Use edited standard written English in spelling, grammar, punctuation, and syntax, and present written work in a style and format consistent with the demands of an academic setting.
8. Read at a level that allows students to participate in collegiate studies and chosen careers.
9. Begin to use information resources effectively.
10. Work collaboratively with others.

## **Course Expectations**

This course is one in which you will practice writing. You can expect to write regularly. Writing is not easy; it takes time, concentration, and a willingness to revise your work. Therefore, you will need to organize your time accordingly.

## **Grading:**

Course requirements will consist of: written revised essays, in-class writing, homework, class discussion, word of the day, and a final exam. Grading will be based on a combination of written work (including essays), class activities and participation, homework, and final test. Students must have a grade average of 60%, and satisfactorily complete the four formal papers to receive a passing grade.

## **Course Policies**

### Attendance and Participation

Attendance and class participation are mandatory. You can't expect to learn what you need to when you miss class. If missing class is unavoidable, please let me know ahead of time, otherwise it will be considered unexcused.

Participation is also important. Many days will be spent in discussion of different elements of writing, and in group work, so come to class prepared and ready to talk to each other. For all reading assignments you will be responsible for preparing at least one discussion question which will be used to prompt discussion among the class.

### Late Work

I will not accept late work. If you will not be able to attend class on a day when something is due, please let me know ahead of time. I will only accept work submitted via e-mail in special circumstances. Otherwise, everything is due in class on the due date.

### Devices Policy

It is your responsibility to **turn off** all cell phones and other electronic devices (this includes music) while in class (this does not mean put them on silent or vibrate and therefore enable them to distract you or others in class). Texting under the desk fools no one, and **texting during class is not allowed**. If I catch you texting or using electronics inappropriately in class I will confiscate them and return them at the end of class.

### Essay Format

Make sure your assignments (except in-class writing and tests) are typed, double spaced, Times New Roman 12, 1-inch margins all around. They should have titles (when applicable), the pages should be numbered and have at least your last name on each page, and they should be **stapled**.

***Do not change font size, character spacing, or margins to make your assignments seem longer.*** If you do this I will automatically reduce your grade.

All materials taken from outside sources must be acknowledged using MLA format.

### Academic Integrity and Plagiarism

The academic community is operated on the basis of honesty, integrity, and fair play. It is the expectation that all students, as members of the college community, adhere to the highest levels of academic integrity. This means that:

- Students are responsible for submitting their own work. Student work must not be plagiarized.
- This means ***do not copy and paste material from the internet or anywhere else and turn it in as your own***. If you do this, I will fail the paper. If you do it again I will fail you in the class. No exceptions. I do not like cheaters. It is lazy and unnecessary.
- Students must not cooperate on oral or written examinations or work together on evaluated assignments without authorization.

In order to maintain the academic integrity of the college, I will not tolerate acts of academic dishonesty. The writing you do in this class will allow you to develop your own ideas and to share those ideas with others. If you are caught plagiarizing, you will fail the assignment and possibly the class.

If you have additional questions or are not certain about what constitutes plagiarism, please feel free to ask.

### Disabilities and Special Needs

Any student with disabilities or special needs should inform the instructor, who will make accommodations so students can meet their educational goals.

### Non-Discrimination Language Policy

It is my policy that we avoid discriminatory or hateful language in my classroom. When participating in classroom discussions everyone is expected to make every effort to be respectful of each other and the subject matter at hand.

### Student Resources

The **Minot State Writing Center** is staffed with tutors who are qualified to help you at any stage of the writing process. A word of caution: The Writing Center is not an editing service.

You can meet with a tutor in person or correspond with one over the internet. Visit their website for more complete information, including hours of operation, available appointments, and how to submit a paper online – [http://www.minotstateu.edu/writing\\_center](http://www.minotstateu.edu/writing_center).

Another extremely useful writing resource is the OWL (Online Writing Lab) at Purdue site: <http://owl.english.purdue.edu/>.

### Office Hours and Other Forms of Support

My office hours will be Monday – Friday 11:00 a.m. to noon, or by appointment; but if you have questions or concerns outside of that time, please don't hesitate to send me an e-mail! (margaret.bail@minotstateu.edu). My role as an instructor is to work with you and help you with your writing. Your role as a student is to be actively engaged in class discussions and to collaborate with your peers.

Please note: You are entirely responsible for your learning experience and for the grades that you earn in this class. If you are frustrated or overwhelmed, you must let me know. **ASK QUESTIONS!**

### TENTATIVE SCHEDULE:

#### Unit One

- Paper: Memoir – Writing About Things You Know
- Focus: Prewriting

Week 1: Introducing the writing process

Week 2: Purpose, Topic, Audience, Context

Week 3: Structure/Outlining

Week 4: Writing Sentences and Paragraphs

#### Unit Two

- Paper: Travel Narrative – Writing About Where You've Been
- Focus: Drafting

Week 5: Introductions and Thesis Statements

Week 6: Style and Voice

Week 7: Fleshing out the paragraphs – Putting it all together

Week 8: Fragments, Run-ons, and other writing tips.

#### Unit Three

- Paper: Literary Analysis – Writing About What You've Read
- Focus: Revision

Week 9: What is analysis?

Week 10: Practice analysis.

Week 11: What is revision?

Week 12: What is editing?

#### Unit Four

- Paper: Persuasion – Writing to persuade others.
- Focus: 1. Overview/Preview of argumentative writing for Engl120.  
2. How to take timed essay exams.

Week 13: Parts of an argumentative essay.

Week 14: Concessions, rebuttals, fallacies.

Week 15: How to cite sources and integrate sources in writing.

Week 16: How to take a timed essay exam.