



English 122: College Composition **University of Northern Colorado**

Fall 2001: Class Act

Instructor: Ann Rasmussen

Office: Michener L 15

Office Phone: 351-2198

Office Hours: MWF 9:00-10:00 and 2:00-4:00 and by appointment

Email Address: aerasmu@bentley.unco.edu

Web Site Address: <http://asweb.unco.edu/depts/english/aerasmu/home.html/home.htm>

Required Texts: Ford, Margorie and John. *Learning Dynamics*
Hacker, Diana. *A Writer's Reference*, current edition

Supplies: 3 ring notebook; misc. office supplies; zip disk formatted for IBM 100 MB

Attendance: Attendance is required. In case of illness or family emergency which may cause lengthy absences, please contact the instructor and the Dean of Students. No late assignments can be accepted, so students must turn assignments in early if they plan to miss class on the day an assignment is due. If students turn work in early, they must make arrangements with me to do so. Roll will be taken daily. Students are allowed 3 absences; 3 points for each absence there after will be deducted from their final grade. There are no excused absences. Tardies count as absences, so be on time.

Instructor's Course Objectives:

1. To help students improve their written and oral communications skills.
2. To help students write clean, well organized, well supported essays.
3. To encourage students to apply computer and word processing skills.
4. To encourage students to use the Internet and email for academic purposes.
5. To help student develop an interest in the world around them and the daily political and social issues they must deal with.
6. To help students express their opinions about the world around them and to be able to write about them clearly and logically.
7. To help students develop critical thinking skills, problem solving skills, and arguing techniques and to write good essays using these skills and techniques.
8. To help students learn important library skills.
9. To help students have a positive university experience.

General Education Council's Criteria and Expectations for composition:

1. The student will demonstrate critical and creative thinking skills (including cognition, comprehension application, analysis, synthesis, and evaluation) in producing unified, coherent papers.
2. The student will demonstrate the ability to vary rhetorical strategies in conjunction with varying purposes, audience, and content.
3. The student will demonstrate the ability to incorporate source material into his/her writing.
4. The student will demonstrate the ability to structure essays coherently.
5. The student will demonstrate the knowledge and understanding of standard English usage with respect to grammar, punctuation, and spelling.

Grading: A= 100%-90%
 B=89-80
 C=79=70
 D=69-60

Students with disabilities who believe they may need accommodations in this class are encouraged to contact the Disabilities Access Center (970) 351-2289 as soon as possible to better insure that accommodations for their disabilities can be implemented in a timely fashion.

Classroom Considerations and Etiquette

- Be On Time
- Eat, Drink, and be Merry before class: Please, no snacking during class
- While it is understood that smoking is not allowed in the classrooms, neither is smokeless tobacco
- Turn off cell phones and pagers while in class

- In academia, students must feel free to express their opinions opening and honestly without fear of unfair, harsh, or cruel criticism. While healthy discussion and disagreement can stimulate class discussions, students are expected to listen politely and participate in healthy class discussions without unfairly criticizing other students' view points. All opinions will be deserve respect.

Conferences: Students are required to hold **3** conference during the semester to discuss their writing skill, progress on their essays, and to receive personal writing assistance. Each conference is worth 25 points. If students cannot make a scheduled conference, they should call the instructor and leave a voice message or they can send an email to cancel their appointment. Please be on time. Conferences will be held in my office, Mich L 15.

Weekly Schedule

Note: Due Dates for the essays will announced in class; these dates indicate the week we begin a new writing assignment

Week 1: Aug. 27	Hello. Define Academic Writing	Hacker Section C See Web site <i>Learning Dynamics</i> : Helen Keller p.8 and Maxine Hong Kingston p.22
Week 2: Sept. 3	Library Week	Sept. 5 Meet in CHE Lab Sept. 7 Meet in Mich main floor
Week 3: Sept.10	Writing Effective Sentences & Passive Voice	See Hacker, p. 164 Use Hacker Index
Week 4: Sept. 17	Punctuation; Pronouns	See Hacker p. 244 Use Hacker Index
Week 5: Sept. 24	Summary Response Essay	See Web Site <i>Learning Dynamics: Maya Angelou</i> p. 52 and Richard Rodriguez p. 63
Week 6: Oct. 1		
Week 7: Oct. 8	Evaluation Essay	See Web Site; selected readings from <i>Learning Dynamics</i>
Week 8: Oct. 15	Mid-term week	
Week 9: Oct. 22	Problem Solving Essay	See Web Site: readings from <i>Learning Dynamics</i>
Week 10: Oct.29		
Week 11: Nov. 5		
Week 12: Nov. 12	Argument Essay	See Web Site: readings from <i>Learning Dynamics</i>
Week 13: Nov. 19	Class meets Monday and Wednesday	Thanksgiving Vacation
Week 14: Nov. 26		
Week 15: Dec. 3		
Finals Week: Dec 11-15	Schedule to be announced. If class meets during final session, attendance is required.	

Class will meet in the Mac Lab Cand 1140 biweekly:
Oct. 5; Oct. 19; Nov.2; Nov.16; Nov. 30; Dec 7

Note: The instructor reserves the right to change the syllabus as necessary. Changes will be announced in class. It is the students' responsibility to contact the class members for missed information due to absences.

Assignments	Points	Due Date
Remembering Essay	100	Monday Sept. 10
Summary/Response	100	Monday Oct. 8
Evaluation Essay	100	Monday Oct. 22
Problem Solving Essay	100	Monday Nov. 19
Argument Essay	150	Wednesday Dec. 5
Conferences (3)	75	Conference # 1 by Sept. 28 Conference # 2 by Oct. 30
Grammar Test	100	Friday Sept. 21
3 Paragraph Quizzes	75	TBA
Misc. Computer Assign.	20 each	TBA
Library exercises	50	Friday Sept. 7
MLA exercises	<u>50</u>	TBA
	750+	

Computer Use

All essays and any other work turned in will be word processed. The instructor will not accept handwritten work, except for in class writings.

Students will use these fonts in 12 point: Times, Helvetica, New York, Bookman, Geneva

Papers will be printed in black ink. Papers printed in color will not be accepted.

A note about computers use: Remember this computer rule: **Bad Computer Karma engulfs the universe. Equipment fails. Computer problems with hard drives, disks, or printers, that is not an excuse for late assignments.** If you do have a computer problem, notify me. Use campus labs that full time technicians to help solve problems. Most importantly, if you compose on screen, print after each work session even if you are using your personal computer. Save frequently. Near the end of the semester, buy new ink cartridges and paper. Back-up your work on a back-up disk. Protect your floppy and zip disks from extreme heat, extreme cold, magnetic fields, food, drink, dogs, and roommates.

These are the essays we will write: See explanation on the web site and consult the Reid text. Some student examples of these essays are on the English 122 web site <http://asweb.unco.edu/depts/english/aerasmu/home.html/home.htm> Click on English 122.

The Remembering Essay: An essay about a significant memory students have of a person, place, or event in their life. 4 pages.

Summary Response Essay: A short essay that will summarize and respond to an article to be provided by the instructor. 2 pages

Evaluation Essay: 5 pages

Problem Solving Essay: Students will select an issue in education, define the problem, and propose a solution. 5 pages

Argument essay: Students will write an essay defending a position on the topic of their choice. They will be required to use 3-6 sources.