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Department of Humanities and Technical Communication

ENGLISH 1101

Revised: Aug 2013

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**REQUIRED TEXTS:**

*The St. Marten’s Guide to Writing* (10th Edition) by Rise B. Axelrod

**COURSE DESCRIPTION:** ENGL 1101 is the first section of SPSU’s two-course writing sequence. In ENGL 1101, students will learn to read critically, engage in process writing (including pre-writing, drafting, and revision), and engage in writing as discovery. Students will also learn to adapt their writing to different audiences, purposes, and rhetorical genres.

**COURSE OBJECTIVES:** Upon the completion of this course, students will be able to:

* Create a variety of college level essays that are tailored for specific audiences and rhetorical purposes.
* Analyze rhetorical situations in order to tailor arguments to specific audiences.
* Refine their knowledge of common rhetorical practices.
* Analyze and respond to published texts and the work of their peers.
* Engage in process writing, specifically by taking part in pre-writing, drafting, and revision.
* Engage in conferencing with their peers and understand how to analyze and critique the work of others.
* Engage in timed writing in response to a text or a writing prompt.
* Conduct research and evaluate the validity of sources.
* Master the ability to work with sources and properly cite using MLA guidelines.

**ASSIGNMENTS AND DUTIES:** Below are a brief list of the major assignments and duties of this course. The instructor reserves the right to add or alter coursework at any time.

Essays: This course contains four major essays of approximately 1,000 words length. These essays are the autobiographical essay, explanatory essay, evaluative essay, and the research-based argument essay. In tandem with the research-based argument essay there is a companion proposal that is to be submitted prior to conference. The essay descriptions will be detailed in handouts prior to the due dates.

Response Journal: Students will be required to keep a response journal. This journal will include both in-class writing and exercises that will be conducted outside of class. If you are tasked with reading a text and generating a response and/or analysis, you will compose this writing in your response journal. Often we will read aloud from the response journal, so make sure that you do not write anything that you will not be comfortable reading to your classmates and I. Make sure to date and title each journal entry.

Peer Review: All of the first drafts of your major essays (barring the proposal) will be reviewed and critiqued by your classmates for drafting purposes. You will conduct this exercise in peer review. Learning to analyze texts, published writing and the work of your classmates, is an important aspect of this course. I expect you to be courteous and compassionate in your reviews, but also honest and specific. I take peer reviews very seriously and they are factored into your participation grade. The details of how to conduct peer review will be discussed prior to the first peer review day.

Class Participation: Often in this course you will be required to read from your response journals and engage in classroom discussion.

Conference: One-on-one conferences will be assigned for the proposal (and maybe for other assignments as well). This will be explained in detail prior to the conference sign-up dates.

Portfolio: The portfolio is an important element of this course. The composition portfolio will be a folder or binder where you will store all your prewriting/invention notes, essay drafts, graded drafts, and any writing not included in the response journal. At the end of the semester you will produce a reflective essay in which you will use your portfolio as a basis for understanding your progress in this course. You will also submit revisions to me through your portfolio.

**GRADING:**

The following percentages per assignment make up the total of your grade:

Essay #1 (Autobiographical): 20%

Essay #2 (Explanatory):20%

Essay #3 (Evaluative): 20%

Essay #4 (Research-Based Argument): 20%

Response Journals: 20%

**ESSAY FORMAT:** All essays are to be typed and double-spaced with 12-point, New Times Roman font.

**SPSU COMPOSITION WEBSITE:** The composition website at our school is a great resource for students. It contains descriptions of the composition courses, information on the regents exam and more! Visit the site at: www.spsu.edu/htc/Composition/students/s\_main.htm

**ATTENDANCE/TARDY POLICY:** Attendance in ENGL 1101 is mandatory. In this course we stress process writing, and much of that process needs to be conducted in class with discussions, brainstorming, peer review, and in-class writing; therefore, attendance is a priority. You are allowed no more than four absences in this course. On the fifth absence your final grade for the course will be dropped a letter grade (ie. if you were meant to receive a B through coursework, you will receive a C). On the sixth absence, I reserve the right to fail you.

Three lates are also equivalent to an absence. At the start of class I will call roll. If you arrive late to class, it is your responsibility to inform me that you arrived late—if you do not do so, you may be counted as absent.

**CONFERENCE POLICY**: During the semester we will have a day set aside to conference on essays. If you agree to a conference sign-up time and you do not show up for the proscribed time, this will be considered an absence.

**LATE ESSAY POLICY**: Since this course practices process writing, you will know about assignment due dates well in advance. You will conduct at least two drafts per essay, sometimes three. There is no excuse for tardiness in the submission of final drafts. I will not accept late final drafts of assignments. Only under extreme circumstances will this policy be reconsidered (on a case by case basis).

**FIRST DRAFT/PEER REVIEW POLICY:** Peer review is an important aspect of this course. In order to be involved in the peer review process you will need to stay on top of the assignments and produce first drafts. If you do not bring in a first draft on peer review day and/or you skip peer review day altogether, you will lose a half a letter grade on your final draft.

**REVISION POLICY:** You may revise **one** essay over the course of the semester for a completely new grade. You can’t revise for lateness. The revised essay is due on the last day of class and won’t be graded beforehand (but I am very willing to read your draft beforehand to give you a sense as to how it has improved—be sure to make arrangements to meet with during office hours, though).