Prerequisites: Successful completion of English 81 or ESL 11A/B

Cain, L. (2003) *Eye on Editing 2: Developing Editing Skills for Writing*
English/English dictionary
Bluebooks (approx. 5)
Flat folder with inside pockets for journals
4” x 6” or larger index cards

Course Objectives: This course in the first half of a yearlong intermediate course designed to help students:

- Organize, compose and edit effective, well supported, well-documented essays
- Read, listen to, discuss main ideas, major arguments, specific details for the main ideas and specific supporting details
- Paraphrase, summarize, analyze and synthesize information from readings and effectively incorporate this information into their essays

Methods of Evaluation:

1. **Essays** - There will be at least four essay assignments. Each will be written in class. The student may have the option of rewriting the essay at home one time only. **The original must be turned in with the rewrite, which must be typed.** A rewrite will be considered for a grade only if the rewrite has been substantially changed from the original. Correcting spelling, commas and periods is not enough to justify a changed grade on a rewrite. All essays on the same topic will be averaged for the final grade and rewrites must be turned in before the next composition is due. Any late papers may not be accepted by the instructor for grading.

2. **Final exam** - There will be a final writing exam. No final = F in the clas

3. **Journals** - Students will keep a journal consisting of one entry per week on a topic of their choice. All journals must be kept in a flat folder with pockets and cannot be rewritten. This journal is for students to express their own ideas about the readings **Summaries, etc.** - There will be some summaries, opinion papers, and annotations of assigned readings or videos. These must be typed

4. **Reading cards** - Students are expected to read ½ an hour per class day (an hour an week) any story or novel of their choice. (They are encouraged to read more if they would like.) Each week students will turn in a 6” x 4” or larger index card with the title of the reading, the author’s name, the number of pages read, the amount of time spend reading, a brief summary
of the piece they are reading, and their response to the reading. Each week’s journal should be numbered.

5. Attendance and Participation-
Students are required to attend class. 4 absences can result in dismissal from the class. To be counted as present, students must be present from the beginning of the class until they are dismissed. In class students are expected to join in all discussions and activities.

6. Quizzes and other assignments- Quizzes on any of the readings or grammar points covered can be given at any time. They do not need to be announced beforehand. Homework consists of readings, writing, note taking, and grammar exercises. These must be completed before the start of class for the week assigned.

Grading:

<table>
<thead>
<tr>
<th>Component</th>
<th>Points</th>
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<tbody>
<tr>
<td>3 essays</td>
<td>600</td>
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<tr>
<td>Final</td>
<td>200</td>
</tr>
<tr>
<td>Journal</td>
<td>50</td>
</tr>
<tr>
<td>Reading cards</td>
<td>50</td>
</tr>
<tr>
<td>Attendance &amp; participation</td>
<td>50</td>
</tr>
<tr>
<td>Quizzes &amp; other assignments</td>
<td>50</td>
</tr>
<tr>
<td>Total</td>
<td>1000</td>
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</tbody>
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A = 900+ points, B = 800-899 points, C = 700-799 points, D = 699-600 points, F = 599 points or less

Withdrawal from class is the students’ responsibility. Do not assume I have dropped you because you have quit attending class. If you do not drop the class, you may end up receiving an F in the course. Withdrawal dates are Oct. 24 to receive a W, and Nov. 19 to receive a W with Students are responsible for their own withdrawals from class. Take a withdrawal slip to the Admissions Office before the deadline to receive a “W.”

Academic Honesty: Students who cheat or plagiarize will receive an “F” on the assignment and/or in the course. No cutting or pasting from the internet or paraphrasing or quoting without citing their source.

Protocol: No food or drinks are permitted in the classroom. All pagers must be set on “silent,” and all cell phones must be shut off.

Tutoring is available through the ESL Department and is free to all students. Students should work with ESL tutors to review errors on returned essays and for help in writing the essays. Please sign up starting the second week of classes in ESL Syllabus

Weekly Schedule

Aug 30  Course Intro., diagnostic testing. HW: L1 ch 1 pp 4-16, also pp. 214-17 sentence types, 231-35 definitions. Write journal, get book for reading.


Sept. 6 Holiday.

Sept. 8 Collect journal 2 and reading card. Go over rest of ch 1 (topic sentences, cohesion, unity) and pp 214-17 & 231-35. Go over grammar questions. HW: Write paragraph #1 on definition of success.


Sept. 21  **Collect summaries. EOE** pp 15, 22. **Hand out modal sheet.** Go over modals, work in groups on exercises. Begin conferencing of paragraphs. **HW**: Finish exercises begun in class, **rewrite paragraphs, due 1 week from conference date.** Write journal 4 and rc.

Sept. 23  **Collect journal 4 and rc.** Finish conferencing, students work on rewrites, read each other’s papers. **HW**: Read *LA* pp 236-38 reported speech and 240-41 reference system and plagiarism. Answer questions on modals, verbs, go over exercises. Complete rewrites. Read *LA* ch 3, pp 63-17.

Sept. 28  **Collect rewrites.** Work on summaries. Go over pp 236-38 & 240-41 and begin ch 3. Discuss essay 1 on addiction. **HW**: read *LA* pp 71-78, annotate both readings “Webaholism” and “Yo-yo Shopping.” Write journal 5 and r.c.

Sept. 30  **Collect journal and r.c.** Go over readings, check main ideas. Look over *LA* pp 50-54 essay organization and begin passive voice, *LA* 226-27 and *EOE* 36-43. **HW**: Write a summary of “Webaholism” *LA* p 73.


Oct. 6  **Collect journal and rc.** Go over essay format and passive. Begin discussion of readings in terms of defining what addiction is. **HW**: Read and the annotate the reserve readings.

Oct. 11  Continue discussion defining addiction using readings. Go over *LA* pp. 64 71. **HW**: write outline for Essay 1. Go over *EOE* p 125 & *LA* pp 228-30 (subject/verb agr.) Write j & rc.

Oct. 13  Go over outlines. **Collect j and rc. HW**: Prepare for in class essay 1. Write j & r.c.

Oct. 18  **Write essay 1 in class. HW**: Go over *EOE* pp 91-100 (word order) & *LA* 253 comma splices) 255 (fragments) & *EOE* 44-53 (coordination and parallelism).