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| <b>English 101: Composition and Rhetoric, Section 034</b>        |  |
| <b>Spring Semester, 2013 – Tuesday/Thursday in Clark 206/404</b> |  |
| Instructor: Ashleigh Petts                                       |  |
| Email: apetts@mix.wvu.edu  | Phone: 304-293-3107 (Messages Only)                                |
| Office: Colson 242   | Office Hours: Tue 10:00-11:00<br>Wed 12:00-2:00 and by appointment |

### REQUIRED TEXTS

- English 101 Faculty. *Work in Progress (WiP)*. 6<sup>th</sup> ed. Plymouth, MI: Hayden-McNeil, 2013. Print.
- Lunsford, Andrea. *Easy Writer (EW)*. 4<sup>th</sup> ed, WVU ed. Boston: Bedford, 2010.

### INTRODUCTION:

Welcome to English 101! This course focuses on developing your knowledge of writing in several areas beyond mere grammar and punctuation. We will examine how we use writing to express personal ideas. We will practice using writing to learn new things. We will explore how writing can change depending on audience. We will analyze how different types of communication like cartoons or music are a type of writing—or composing—that make meaning in people’s lives. Finally, we will develop a richer sense of how research and form can give your writing power and purpose. The goal is not to convert you all into English majors. Instead, it is to help you become more aware of how language influences your personal, professional, academic, and civic lives, and how your knowledge of language and writing can positively impact those spheres.

**COURSE GOALS:** This course fulfills objective one of the General Education Curriculum at West Virginia University—to communicate effectively in English. English 101 accomplishes this through four course-specific goals. Each student can expect to

- 1) Develop a personal learning process for effective writing
- 2) Recognize contexts that shape writing and research
- 3) Think critically to understand texts, contexts, and writing strategies
- 4) Know the rules for effective communication, whether those are style or genre conventions, rules for grammar and punctuation, or rules for recognizing sources with correct research citations

### POLICIES AND PROCEDURES

- **Attendance and Late Arrivals:** You must attend class. We know that personal situations and required university events may, on a rare occasion, make it impossible for you to be in class. For these reasons you are allowed two absences. The third absence will compromise your grade as much as one full letter. Each subsequent absence will result in the further loss of up to one letter grade. Thus, students who miss six classes will fail the course.

All absences will count toward the total number allowed, and this policy goes into effect from the moment you are registered in the course. If you know in advance that you will miss more than two consecutive class meetings or more than four meetings in a single semester, you should take the course in another term.

Throughout the semester, we will have four conferences in Colson 242. Conference days are treated as regular class days for attendance purposes. If you miss a conference, you will be counted absent that day.

Arriving late disrupts the class. Lateness is defined as arriving 5 minutes or later past the course start time. If you arrive late four times, I will record that pattern as an absence.

For more information on the attendance policy please see pages xxi and xxii in *WiP*.

- **Late Work: I do not accept late work.** If you miss either a draft or a final deadline, that work will not be eligible for full credit in your final portfolio. Missed in-class activities and informal writing assignments cannot be made up and will receive a zero. If you know in advance that you will miss class, please try to email me beforehand and upload your work to eCampus.

In the case of student illness or personal emergency, please contact me and you may be able to negotiate a special arrangement. Such arrangements are rare and require a formal, written request that must include an explanation of the circumstances, documentation (if relevant), and a detailed plan for completing missed work. Submitting a formal request does not automatically guarantee that the request will be granted.

- **Cheating/Plagiarism:** The English 101 community assumes your honesty and that you will turn in original work. Failing to do so may result in a failing grade for a paper, a failing grade for the course, or a more serious penalty. If you have any questions about when and how to document sources, or any other question that will help you avoid unintentional plagiarism (including self-plagiarism), please talk to me. For more information about academic honesty and the student code of conduct at West Virginia University, refer to page xxiii in *WiP*.
- **Computers and Cell Phones:** You are welcome to bring laptop computers and other electronic devices that support your educational endeavors into the classroom. If at any time these devices become a distraction to me or other members of the class, you will be asked to put them away.

Because we will spend much of our time in a computer classroom, I expect you to be familiar with the “Computer Classroom Best Practices” found on page xxvii in *WiP*. Misuse of computer technology, including checking Facebook or otherwise using the computer for purposes unrelated to our class, will result in a lowered participation grade. If you continue to use the computer inappropriately, I may ask you to leave the classroom and you will be counted absent that day.

All mobile phones should be turned off or set to a silent mode. If your cell phone disrupts the class, your participation grade will be lowered. If you continue to use

your cell phone, I may ask you to leave the classroom and you will be considered absent that day.

If you must take a phone call due to an emergency, please quietly excuse yourself from the room.

- **Document Retention:** For your records, make a photocopy, a backup electronic copy, or other appropriate documentation of each project before submitting the original for review and evaluation. Technological glitches will occur, and it is your responsibility to be prepared for them. Because you will be asked to reflect on your progress throughout the semester, be sure to save all essays and projects that you complete.
- **Email/eCampus:** Please check your MIX account daily, as I will send email reminders and announcements to the class. You should also log into eCampus daily. You will turn in short writing assignments and major projects on eCampus. You will also find copies of the syllabus and handouts I distribute in class as well as additional information that will help you succeed in the course on our course eCampus page.
- **Students with Disabilities:** If you have a documented learning disability, a serious hearing or vision problem, or any other special need that might affect your performance and participation in class, please be sure to inform me. Also, please be aware of the support services available to you through Disability Services in room G30 of the Mountainlair. Their phone number is 304-293-6700, and their email is [access2@mail.wvu.edu](mailto:access2@mail.wvu.edu). Their website is [http://socialjustice.wvu.edu/office\\_of\\_disability\\_services](http://socialjustice.wvu.edu/office_of_disability_services).
- **Writing Center:** The WVU Writing Center is a resource that can support you in all aspects of the writing process. It is located in G02 Colson Hall. For more information about the Writing Center refer to page xxiv in *WiP*.
- **University Counseling Services:** The Carruth Center provides resources to help manage stress, improve relationships, make healthy lifestyle choices, and face new challenges and transitions. For more information about their hours, services, and location see page xxiv in *WiP*.
- **Social Justice:** English 101 supports WVU's commitment to social justice. All sections expect to maintain a positive learning environment based upon open communication, mutual respect, and nondiscrimination. Our University does not discriminate on the basis of race, sex, age, disability, veteran status, religion, sexual orientation, color, or national origin. Any suggestions as to how to further such a positive and open environment in this class will be appreciated and given serious consideration.

**OFFICE HOURS & E-MAIL:** In addition to the office hours listed above, you may also make an appointment to discuss any questions or concerns related to assignments or

course goals. You may also email me at [apetts@mix.wvu.edu](mailto:apetts@mix.wvu.edu), and I will respond within 24 hours, M-F.

**OVERVIEW OF REQUIRED WORK:** This is a portfolio-based class, which means you will not receive a letter grade on each individual assignment. You will receive written feedback along with an overall letter grade at the midterm point and again at the end of the semester. Your mid-term and final grades are based on the following percentages:

Portfolio (base on major assignments and reflective writing) = 70%

- Multi-Angle Personal Narrative (5-6 pages)
- Feature Article (4-5 pages)
- Text Analysis (5-6 pages)
- Stakeholder Research Paper (6 pages)

Informal Writing (Short Writes, Homework, & Quizzes) = 20%

Participation = 10%

Please refer to **Work in Progress** (pages xix-xxi) for information about my grading criteria. We will also review this information in class. If you have any questions regarding your progress in the course, please let me know and we can set up an appointment.

### Schedule of Work

\*\*Subject to change according to progress

| January |          |
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| Tuesday | Thursday |

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| <p>15<br/><b>(Late Registration Fee in Effect after Jan 14)</b></p> <p>Class Activity: Course Introduction</p> <p>Homework:</p> <ol style="list-style-type: none"> <li>1) Write: Writing Sample</li> <li>2) Read: Syllabus</li> <li>3) Read: Pages xiii-xxix, <i>WiP</i></li> <li>4) Read: Pages WVU-3 through WVU-9 and ii-v, <i>EW</i></li> </ol> | <p>17<br/><b>UNIT 1: Multi-Angle Personal Narrative<br/>(Last day to register and add new courses is Jan 18)</b></p> <p>Class Activities: MAPN Discussion<br/>Top Ten</p> <p><b>Due Today: Writing Sample</b></p> <p>Homework:</p> <ol style="list-style-type: none"> <li>1) Read: "Awe-Filled/Dreamer," pages 109-115 <i>WiP</i></li> <li>2) Read: "Bird by Bird," pages 87-90 <i>WiP</i></li> </ol> |
| <p><b>22 Class in Clark 404</b></p> <p>Class Activities: Reading Like a Writer<br/>Down Draft (Short Write #1)</p> <p>Homework:</p> <ol style="list-style-type: none"> <li>1) Write: Short Write #2</li> <li>2) Read: "Me Talk Pretty One Day" on eCampus</li> </ol>  | <p>24</p> <p>Class Activities: "Me Talk" Discussion<br/>Narrative Arc</p> <p><b>Due Today: Short Write #2</b></p> <p>Homework:</p> <ol style="list-style-type: none"> <li>1) Write first draft of MAPN</li> <li>2) Read "Responding-Really Responding-to Other Students' Writing," pages 95-102 <i>WiP</i></li> <li>3) Read "Bird by Bird," pages 91-95 <i>WiP</i></li> </ol>                         |
| <p><b>22 Class in Clark 404</b></p> <p>Class Activities: Peer Review Discussion<br/>Peer Review</p> <p><b>Due Today:<br/>MAPN First Draft</b></p> <p>Homework:<br/>Prepare for conferences</p>  | <p><b>24 Conferences in Colson 242</b></p> <p>Class Activity: Conferences</p> <p>Homework:<br/>Write: MAPN "Final for Now" Draft</p>  |

| February   |  |
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| Tuesday  | Thursday   |
| <p>5 <b>Class in Clark 404</b></p> <p><b>UNIT 2: Feature Article (FA)</b></p> <p>Class Activities: FA Discussion<br/>FA Events Discussion</p> <p><b><u>Due Today: Multi-Genre Personal Narrative<br/>"Final For Now"</u></b></p> <p>Homework:<br/>1) Write: Short Write #3</p> | <p>7</p> <p>Class Activity: Plagiarism and IP Discussion</p> <p><b>Due Today: Short Write #3</b></p> <p>Homework:<br/>1) Write: Short Write #4<br/>2) Read: <i>WiP</i> pages 19 and 23, 125-129</p>  |
| <p>12 <b>Class in Clark 404</b></p> <p>Class Activities: Reading Like a Writer<br/>Conducting Interviews<br/>Using Interview Transcripts</p> <p><b>Due Today: Short Write #4</b></p> <p>Homework:<br/>1) Prepare for conferences</p>   | <p>14 Conferences in Colson 242</p> <p>Class Activity: Conferences</p> <p>Homework:<br/>1) Write: FA first draft</p>   |
| <p>19 <b>Class in Clark 404</b></p> <p>Class Activity: Peer Review<br/>Writing a Lead</p> <p><b>Due Today: FA first draft</b></p>  | <p>21</p> <p>Class Activities: Midterm Portfolios<br/>Midterm Assessment</p> <p>Homework:<br/>1) Write: FA "Final for Now" draft<br/>2) Write: Short Write #5<br/>3) Read: Writing Process Handout on eCampus<br/>4) Read: Pages 17-25 <i>EW</i></p> |

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| <p>26 <b>Class in Clark 404</b></p> <p><b>UNIT 3 - Text Analysis</b></p> <p>Class Activities: TA Discussion<br/>Writing Process Discussion</p> <p><b><u>Due Today: 1) Feature Article “Final for Now”<br/>Draft and Short Write #5</u></b></p> <p>Homework:<br/>1) Prepare Midterm Portfolio<br/>2) Read: Page 45 <i>WiP</i></p> | <p>28 (Mid-Semester is Mar 1)</p> <p>Class Activity: Rhetorical Triangle</p> <p><b>Due Today: <u>MIDTERM PORTFOLIO</u></b></p> <p>Homework:<br/>1) Write: Short Write #6<br/>2) Read: Pages 25-35 <i>EW</i></p> |
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| <b>March</b>   |   |
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| Tuesday  | Thursday  |
| <p>5 <b>Class in Clark 404</b></p> <p>Class Activity: Visual Rhetoric</p> <p><b>Due Today: Short Write #6</b></p> <p>Homework:<br/>Bring a copy of your editorial cartoon to class<br/>Thursday</p>                      | <p>7 <b>(Mid-Semester Grades are Due)</b></p> <p>Class Activities: Exploring Texts<br/>Editorial Cartoon Analysis</p> <p>Homework:<br/>1) Write: Short Write #7<br/>2) Read: Pages 141-147 <i>WiP</i></p> |
| <p>12 <b>Class in Clark 404</b></p> <p>Class Activities: Planning and Organizing<br/>the Text Analysis Essay<br/>In-class Drafting</p> <p><b>Due Today: Short Write #7</b></p> <p>Homework:<br/>Write TA first draft</p> | <p>14 <b>Conferences in Colson 242</b></p> <p>Class Activity: Conferences</p> <p><b>Due Today: TA first draft (bring hard copy<br/>to conference)</b></p>   |

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| <p><b>19 Class in Clark 404</b></p> <p>Class Activity: Peer Review</p> <p>Homework:<br/>Write TA "Final for Now" draft</p> | <p>21 (Mar 22 is the Last Day to Drop)</p> <p><b>UNIT 4- Stakeholder Research Paper (SRP)</b></p> <p>Class Activity: SRP Discussion<br/>Getting Started on the SRP</p> <p><b>Due Today: <u>Text Analysis Essay "Final For Now" Draft</u></b></p> <p>Homework:<br/>1) Write Short Write #8<br/>2) Read: Pages 176-204 EW</p> |
| <p>26<br/><b>NO CLASS - Spring Break!</b></p>  | <p>28<br/><b>NO CLASS - Spring Break!</b></p>   |

| <b>April</b>  |  |
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| Tuesday   | Thursday   |
| <p><b>2 Class in Clark 404</b></p> <p>Class Activities: Research Strategies<br/>Audience and the SRP</p> <p><b>Due Today: Short Write #8</b></p> <p>Homework:<br/>Read: Pages 151-157 <i>WiP</i></p>  | <p>4</p> <p>Class Activities: Reading Like a Writer<br/>Thesis Statements</p> <p>Homework:<br/>Write: Short Write #9</p> |
| <p><b>9 Class in Clark 404</b></p> <p>Class Activity: Working with MLA style</p> <p><b>Due Today: Short Write #9</b></p> <p>Homework:<br/>1) Write SRP first draft<br/>2) Prepare for conferences</p> | <p>11</p> <p>Class Activity: Conferences</p> <p><b>Due Today: SRP first draft (bring hard copy to conference)</b></p>    |



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| <p><b>16 Class in Clark 404</b></p> <p>Class Activity: Peer Review</p> <p>Homework:</p> <ol style="list-style-type: none"> <li>1) Write SRP "Final for Now" draft</li> <li>2) Write Short Write #10</li> </ol> | <p>18</p> <p>Class Activities: Portfolio Discussion<br/>Final Reflective Memo</p> <p><b>Due Today: <u>Stakeholder Research Paper "Final For Now" and Short Write #10</u></b></p> <p>Homework<br/>Work on final portfolio</p> |
| <p><b>23 Class in Clark 404</b></p> <p>Class Activity: Revision Strategies</p> <p>Homework:<br/>Revise major projects</p>  | <p>25</p> <p>Class Activity: Revision Strategies</p> <p>Homework:<br/>Revise major projects</p>  |

| <b>April/May</b>   |  |
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| <p><b>Apr 30 (May 2 is the Last Day to Withdraw from the University)</b></p> <p>Class Activity: Proofreading Strategies</p> <p>Homework:</p> <ol style="list-style-type: none"> <li>1) Proofread major projects</li> <li>2) Prepare final portfolio</li> </ol> | <p><b>2 (May 3 is Last Day of Classes for Spring semester)</b></p> <p>Class Activity: Conclusion</p> <p><b><u>Due Today: FINAL PORTFOLIO</u></b></p> <p><b>Have a wonderful break!</b></p> |

**\*Portfolio Return: Tuesday, May 7 11am-12PM in Colson 242**