

Morgan O'Grady Email: meogrady@mix.wvu.edu
ENGL 101-029 TTH 8:30-9:45 AM
ENGL 101-030 TTH 10:00-11:15 AM
Rooms 206/404 Clark
Office hours: Colson Hall Office 332 T-TH 12-1

English 101: Composition and Rhetoric

Introduction

Welcome to English 101. In this course, you'll develop your writing and your writing process. This will be done by writing! The writing in this course consists of four papers and smaller writing assignments. We will be looking and understanding the different elements used by writers of different genres, and how these elements are essentially transferable. Overall, you will become a better writer, and be prepared for any type of writing you may come across in your academic and professional career. I look forward to working with you and helping you in this class.

Required Texts and Materials

- English 101 Faculty. *Work in Progress (WiP)*. 6th ed. Plymouth, MI: Hayden-McNeil, 2013. Print.
- Lunsford, Andrea A. *Easy Writer*. 4th ed. Bedford: Boston, 2010.
- In addition to these two required texts, you will also need to **check your MIX account daily** and our class WVU eCampus page regularly (ecampus.wvu.edu). You will also use the English 101 LibGuide to begin your research process. **The URL is <http://libguides.wvu.edu/english101>.**
- You will need to purchase a **2-pocket folder** for submitting work for portfolio review.
- You also need a **stapler or box of paperclips. I will not accept formal written assignments without a staple or paperclip.**

Office Hours and Contacting Me

Please feel free to drop by my office hours or schedule an appointment with me to discuss your work or concerns at any time. I am very happy to read and discuss drafts with you or even help you decide on a topic or thesis statement. On **weekdays**, I will answer your emails **within 24 hours**. It may take a bit longer on weekends. Please give me enough time to respond if your request is time sensitive.

Conferences

We will have small group conferences, 10-15 minute conferences several times during the semester. These will be mandatory. **If you miss a conference you signed up for you will receive an absence.**

Policies and Procedures

Policies are standard throughout English 101. Please see *Work in Progress* pp. xviii – xxiv for details. I'm listing below 3 of the most important policies.

Attendance—Attendance is crucial in English 101. Every day, we'll be going over important material, and it's easy to get behind if you miss. The standard English 101 policy for TTH courses is that you can miss **2** times without penalty. **This means excused and unexcused—it doesn't matter.** Even if you email me and tell me you'll be absent, you still earn an absence. For a **3rd absence, your final grade will DROP 1 LETTER**, and for a **4th absence you will DROP ANOTHER LETTER**, and **AT 5 ABSENCES YOU FAIL THE COURSE**. Please save your absences for unavoidable emergencies—if you have an emergency and you've already used up your absences, you'll end up damaging your grade. Also, please talk to me **ahead of time** if you will need to miss for military/drill or religious observance, or if you are part of a university sponsored group (i.e. athletic team or marching band) that will require you to miss class.

A in course + 3 absences = Final Grade of B
B in course + 3 absences = Final Grade of C
C in course + 3 absences = Final Grade of D
D in course + 3 absences = Final Grade of F

A in course + 4 absences = Final Grade of C
B in course + 4 absences = Final Grade of D
C in course + 4 absences = Final Grade of F
Any grade + 5 absences = Final Grade of F

Lateness—Our class meets for 75 minutes twice a week, so coming on time is crucial. If you are **late multiple times, it will significantly hurt your participation grade (up to an F in participation)** whether or not you are late

enough to be counted absent. **If you miss the roll call, it is your responsibility to check in with me after class or you will be counted absent.**

Classroom Space

In this class, our time will be divided between Clark 206 (a normal classroom) and Clark 404 (a computer lab). We will switch every week, and I will remind you where we meet that week. The computers will help you conduct more research and make the class more interesting and fun. They are not for personal use, however. In the lab, after class begins, you may not use the computers for any purposes outside of assigned work (Facebook, Twitter, sports news, etc). If we are not using the computers in class that day, you may not use them at all. Texting is never an option. **Use of unauthorized technology (computer or phone) keeps you from learning course concepts, wastes class time that you are paying for, and distracts others, so it damages your participation grade. Repeated use results in an F for class participation, whether or not I remind you in class.**

Social Justice—English 101 supports WVU’s commitment to social justice. This class, including the students and me, will work as a group to keep the atmosphere positive and to help everyone feel welcome to share opinions and ideas. Tell me if you have any suggestions or concerns.

Important Things to Know

Writing Center—Writing Center peer tutors (fellow WVU students with significant writing experience) focus specifically on **writing** (rather than research) and will help you with prewriting, structuring your paper, paragraph development, revision, and anything else related to writing. The Writing Center is located in Colson G02 and open Mon- Thu 10-5 and Fri 10-3. Call 304-293-5788 to make an appointment, or drop by to check if any tutors are available or sign up for a time. Also visit the website—
http://english.wvu.edu/centers_and_projects/wcenter/writing_center_home

Term Paper Clinic— Unlike the Writing Center, which focuses on writing issues, the term paper clinic focuses on helping you with **research**. The tutors and librarians at the term paper clinic will help you develop a focused research question, find sources, organize your evidence into a well-structured paper, and avoid plagiarism by citing your sources properly. Visit <http://libraries.wvu.edu/instruction/clinic.htm> to schedule an appointment with an easy online form.

Disability Accommodation—Please talk with me if you have a documented learning disability such as dyslexia, hearing or vision problems, or any other special need that might affect your performance or participation in class, and I will do what I can to accommodate you. Support services are available to you through the Office of Disability Services located in G-30 Mountainlair. Phone: (304) 293-6700 Voice/TDD: (304) 293-7740 Email: access2@mail.wvu.edu

Evaluation

Portfolio—This is a portfolio class, so I will grade on improvement. **You won’t receive a grade on your final-for-now versions because your portfolio grade will be based on both the quality of your work and revision effort.** Instead, you’ll receive comments and an estimate of how much work you need to do to really improve your paper, and you’ll turn in your papers again (your much improved versions) on the last day of class in the final portfolio.

eCampus Posts –Throughout the semester, you’ll be completing posts on eCampus that will help you learn the concepts you’ll need to complete your papers and meet the goals of English 101. Most of these posts will be reading responses (readings found on eCampus). At 11:59 on the night before the class when the reading is due, I will ask you to turn in a post on WVU eCampus, answering questions that I put online. **These posts should be 1-2 pages (300 to 600 words). For reading responses, use very specific details from the essay, including direct quotes.** On these you’ll get a check plus (3 pts.), check (2 pts.), check minus (1 pt.), or no credit. To access eCampus, go to ecampus.wvu.edu, click on WVU main campus, and use your MyID/MIX login.

Participation—Participation counts for 10% of your final grade. This is enough to affect you by a full letter.

How to earn a great participation grade:

- Come on time.
- Answer questions when called on and volunteer to speak.
- Be prepared for class (read and bring materials to class.)
- Give your peers useful, constructive feedback during peer review, and always have your own paper ready to share with others for peer review.
- Listen quietly when I or your fellow classmates are talking.
- Keep phones, iPods, and other handheld devices away after class begins. If you use an electronic planner, you must record the homework assignment either before class begins or after class has been dismissed.
- After class begins, only use computers for class activities.
- Complete in-class work diligently, without distractions.

Late Work

Homework:

I will not accept late homework. Late homework leads to stress for both me and for you, since you need to move on to the next assignment. I will drop your lowest grade, so you can miss one without penalty. Note that being absent is NOT an excuse for not knowing the assignment, as these can be found on the syllabus, and you may email me if you have questions after an absence. **WVU eCampus will not accept posts after the day/time they are due.** If I ask you to turn in an assignment **as a hard/paper copy, I will not accept it via email.** If you have trouble posting on eCampus, please email me before the post is due.

Major assignments:

- Electronic things sometimes break, I'll count the **4 major papers as on time if you put them in my mailbox in the glassed-in area on the first floor of Colson Hall (downtown campus, across from the library) by 4:00 pm the day they are due. If you need to put a paper in my box, come to class without the paper so you don't get behind.**

Grade breakdown

Homework (eCampus posts and other minor assignments)	20%
Participation	10%
Final Portfolio	70%

Academic Dishonesty

In English 101, everything you turn in will be your own work, written specifically for this class, and you will not cheat by doing work for other students or allowing them to copy your work. You are expected to avoid unintentional plagiarism by properly citing your sources and using quotation marks around the words of others. Cases of plagiarism or cheating will result in penalties ranging from an F on the assignment to an unforgivable F in the course.

Standard Formatting for English 101

Formatting is fairly standard for academic writing in all college classes, so it's important to practice standard formatting in English 101. Unless I tell you otherwise, all major papers and HW assignments (except for eCampus posts) should have the same format: **1" margins, double spaced, no space between paragraphs, Times New Roman size 12.** Please check your settings—**MS Word does not use this format automatically.** If you enlarge your font, margins, spacing, or punctuation to lengthen your paper, I will lower your grade for dishonesty.

Severe Weather Policy: Check WVU main page or the radio on snowy mornings. If the weather is truly terrible, class may be cancelled and I'll ask you to complete online work instead.

Schedule of Work

****Subject to change according to progress.**

August

<p>Tuesday</p>	<p>Thursday</p>
<p>21 Room 206 (Late Registration Fee in Effect after Aug 20) Class Activities: Introductions. Syllabus and course overviews. Timeline Activity.</p> <p>Homework: 1-2 page eCampus post due by midnight on Wednesday night: Write about a time you communicated well.</p>	<p>23 Room 206 UNIT 1: Multi-Angle Personal Narrative (Last day to register and add new courses is 8/24) Class Activities: What is a genre? Multi-Genre Activity. Vivid descriptions and your writing. Start thinking about FA: you will have to attend an event and interview someone.</p> <p>Due Today: eCampus post 1</p> <p>Homework: 1-2 page eCampus post due by midnight Monday night 8/28: describe your writing process. Read: "Hermit Crab and "Programming Guide." These are available on eCampus.</p>
<p>28 Room 404 Class Activities: MAPN overview. Discuss readings: genre, description, development. "Reading like a Writer" in WIP. Writing as a process. "Find a Shell" activity. WIP "Top Ten" activity. Brainstorm ideas on board for MAPN.</p> <p>Due Today: eCampus post 2</p> <p>Homework: Pick a topic from the brainstorm; fill out the "Hermit Crab Outline" available on eCampus. Due next class. Read the student examples of hermit crab essays on eCampus.</p>	<p>30 Room 404 Class Activities: Discuss beginnings, endings, and titles from student papers. Story arc and character development: how to apply it to your writing. Small group activity: act out different story arcs. Sign up for conferences; conference expectations. Ten minute writing: down draft from WIP.</p> <p>Due Today: Hermit Crab Outline</p> <p>Homework: Write three page draft of MAPN for conference. Email me with any questions or come to my office hours.</p>

September

Tuesday

4
Conferences! Make sure you have signed up for a time!
What to bring: 3 page draft, questions, a pen or pencil, and yourself.

Homework: Bring printed draft to next class meeting for peer edit.

Thursday

6 Room 206
Class Activities: How to peer edit. Peer editing from WIP. Mechanics and grammar. Reflection memo. Work on draft if there is time left in class.

Due Today: Printed draft for peer edit.

Homework: Complete your paper. Make sure paper is stapled or paper clipped prior to turning in to me.

11 Room 404
UNIT 2: Feature Article

Class Activities: Overview of FA. Interviews (how to do one, scheduling, back up interviewees). Practice interview: pair activity. Small group: Reading like a writer: what to look for in feature articles.

Due Today: Multi-Genre Personal Narrative
"Final For Now"

Homework: Read "Badlands" on eCampus. eCampus post: What elements covered in class(voice, tone, description, story arch)can be seen in the article. Use quotes to provide evidence.

13 Room 404

Class Activities: Discuss "Badlands": why is it interesting from a writer's POV? Look over student examples, and fill out "Reading like a Writer" from WIP. Leads, paraphrase, quotation: how to use these in a FA. Brain storm ideas for topics. Begin searching for resources on computers. How to start writing: outlines and quotes.

Due Today: eCampus post 3

Homework: Write a lead to your paper using WIP and handout on eCampus. Make a general outline due next class and pick out quotes from your source. eCampus post: post your outline and quotes from article. Bring a printed copy to class.

18 Room 206
Class Activities: Differences in research: Observation, primary, insight, reflection. Small groups represent each viewpoint. Practice incorporating quotes with sample paragraph and quotes. Summary vs. paraphrase: class activity.

Due Today: Outline for Feature article.

Homework: Read "Buzzkill" on eCampus. eCampus post: what types of research are in this article? Are they (the different types of research) presented in an effective way? Why?

20 Room 206
Class Activities: Organization! Intros, voice, flow of the FA. Look at how "Buzzkill" unfolds. Ethics of representation: what was really said? Works cited: small group practice: how to cite different sources MLA style. Sign up for conferences.

Due Today: eCampus post 4

Homework: 3 pages of your FA ready and printed out for your conference. Email me or come to my office if you have any questions.

<p>25 Conferences! Bring your draft and questions to the meeting.</p> <p>Due Today: 3 pages of your FA draft.</p> <p>Homework: Work on revisions. Bring your draft for peer edit.</p>	<p>27 Room 404 Class Activities: Grammar Lesson. Midterm Assessment: what you should have in your portfolio. Reflection on FA. Peer edit! Write your partners a paragraph 200-250 words in response to their paper. Email it to them, and email me a copy.</p> <p>Due Today: Revised FA draft for peer edit.</p> <p>Homework: "Final for Now" of FA due on Tuesday. Response paragraph needs to be emailed to partners, and me, by Friday night.</p>
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October	
Tuesday	Thursday
<p>2 UNIT 3 - Text Analysis Room 206</p> <p>Class Activities: Midterm portfolio letter: why and how you have improved. Present your evidence. Overview of text analysis paper. Funny adverts: analyze from different contexts. In-class writing: what makes people experience adverts in different ways? Discuss answers in small groups. Present main ideas to class.</p> <p>Due Today: Complete draft of FA</p> <p>Homework: Finish portfolio to be turned in next class. Email me with any questions or concerns.</p>	<p>4 (Mid-Semester is Oct 7) Room 206</p> <p>Class Activities: Ethos, pathos, logos: what are these things?! Apply this to an advert. "Analyze a Text" from WIP: Disney movies. What music video should I pick for my text analysis? Discussion interesting music video and boring videos.</p> <p>Due Today: <u>MIDTERM PORTFOLIO</u></p> <p>Homework: eCampus post: think of three music videos you would like to cover and provide a paragraph rational for each topic. (Things to think about: what is the social, political, cultural context of the music video?)</p>

<p>9 Room 404 Class Activities: Let's watch some music videos! Discussion on the context, ethos, pathos and logos. Each group will have one music video and then present it to the class. Organization activity in WIP.</p> <p>Due Today: eCampus post 5</p> <p>Homework: eCampus post: read student examples and write about the organization. How is it effective or ineffective? Why?</p>	<p>11 (Mid-Semester Grades are Due) Room 404 Class Activities: Research: looking at the different guides for resources. Thesis: what's your point? Small group activity. Plagiarism: don't do it. Find three resources for your paper on the research engines.</p> <p>Due Today: eCampus post 6</p> <p>Homework: Use "Note Guide" on eCampus to outline your sources. Turn these in through eCampus by the next class.</p>
<p>16 Room 206 Class Activities: Organization and writing: pay attention to your voice. Incorporating sources: brush up and expand on knowledge. Work on draft in class.</p> <p>Due Today: Notes Guide</p> <p>Homework: 21/2-3 pages of your draft (the more you complete the more feedback you will receive in conferences!)</p>	<p>18 Conferences!</p> <p>Due Today: your TA draft. Bring yourself and questions.</p> <p>Homework: Revised draft of TA for peer edit.</p>
<p>23 Room 404 Class Activities: Works cited, grammar and mechanics lesson. Reflection for TA. Peer edit in class.</p> <p>Due Today: Revised draft of TA</p> <p>Homework: Text Analysis Essay "Final for Now"</p>	<p>25 (October 26 is the Last Day to Drop) Unit 4-Stake Holder Research Paper Room 404 Class Activities: Overview of Stake Holder Research Paper. What is a Stake Holder and are you one of them? Brainstorm topics. Discuss some "burned out" topics.</p> <p>Due Today: <u>Text Analysis Essay "Final For Now"</u></p> <p>Homework: eCampus post: Pick three topics that you might write your paper on. Write a paragraph on each: why it is a good topic, what new idea you will add, and are there enough stake holders.</p>

October/November

Tuesday

Thursday

30 Room 206
 Class Activities: Stakeholder: more in-depth. Stakeholder activity in WIP. Rhetorical strategies: how can you win someone over without him or her knowing it? Read student examples and complete "Reading like a Writer" activity in WIP.
Due Today: eCampus post 7
 Homework: eCampus post: read "I Don't" on eCampus. Respond to how the author represents each stakeholder.

1 Room 206
 Class Activities: Developing a research plan: planning is part of the writing process. Research and sourcing: make sure you can find enough sources to have ample information for your paper. Sign up for conferences.
Due Today: eCampus post 8
 Homework: Develop a plan; this is due **SUNDAY 11/4**. Begin writing your research paper; you need to have **3 printed pages** for the conferences.

6
NO CLASS – ELECTION DAY

10
 Conferences.
Due Today: 3 pages of your draft.
 Homework: Revised and printed draft for peer edit.

13 Room 206
 Class Activities: Grammar and mechanics. Reflection letter. Works cited. Peer edit. Finish paper.
Due Today: Revised and printed draft for peer edit.
 Homework: "Final For Now" draft of Stakeholder Research Paper.

15 Room 206
 Class Activities: Overview of Final Portfolio: all of the papers, revised, and other items that show progress.
Due Today: Stakeholder Research Paper "Final For Now"
 Homework: eCampus post 9 due by **Saturday 11/17**: what are two important things you have learned in class that have helped your writing process? How and why?

20
NO CLASS - Thanksgiving Break!

22
NO CLASS - Thanksgiving Break!

<p>27 Final Portfolio Prep Room 206 Class Activities: Review the goals and writing rubric you will be graded on. Overall improvement: show what you have learned. Revision, editing, proofreading: what is the difference?</p> <p>Due Today: N/A</p> <p>Homework: eCampus post: what area will you be focusing on the most when prepping your final portfolio? Explain.</p>	<p>29 Room 206 Class Activities: Mechanics and grammar. How to proofread and edit: different strategies. Writing process strategies.</p> <p>Due Today: eCampus post 10</p> <p>Homework: Work on your Final Portfolio (edit and proofread papers, start working on reflection letter). Turn in 1 1/2 -2 page draft of reflection on eCampus.</p>
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December	
<p>4 (Dec 7 is the Last Day to Withdraw from the University) Room 404 Class Activities: Grammar and mechanics. Work on the computers to edit and proofread drafts. Quick write: what would you have wanted to spend more time on in class?</p> <p>Due Today: Reflection draft</p> <p>Homework: Final Portfolio. Due next class.</p>	<p>6 (December 8 is Last Day of Classes for Fall semester) Room 404 Class Activities: Finish and collect Final Portfolios. Answer any questions.</p> <p><u>Due Today: FINAL PORTFOLIO</u></p> <p>Have a wonderful break!</p>

***Portfolios Returned By Final Exam Time Slot: Tuesday December 11, 2012 3 PM to 5 PM for section 029. Thursday December 13, 2012 from 11 AM to 1 PM for section 030.**