

Reading & Writing I

TT

ENGL091E03 7pm-8:40pm

Fall 2010

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Office Hours by appointment in person and online

#### Required Texts

- Transitions I: Reading & Writing For College, 978-0-558-33965-4
- Various handouts indicated on syllabus

#### Goals & Focus Of Course

- Employ productive study skills for college assignments
- Expand vocabulary analysis and reading comprehension skills to a pre-college level
- Demonstrate fundamental information literacy
- Display an awareness of audience in the writing process
- Write complex and informative paragraphs, with effective topic sentences, and varied modes of development
- Use productive revision, editing, and proofreading strategies
- Follow standard grammatical usages
- Write coherent text summaries and responses
- Apply basic MLA source citation methods

ENGL 091 addresses the following OCC General Education Goals: 1a, 1c, 2, 3, 4, 13

#### Expectations & Policies

Below is a brief description of how I will grade writing in this course:

A: Mastery of essential elements and related concepts, plus demonstrated excellence or originality.

B+: Mastery of essential elements and related concepts, showing higher level understanding.

B: Mastery of essential elements and related concepts.

C+: Above average knowledge of essential elements and related concepts.

C: Acceptable knowledge of essential elements and related concepts.

D: Minimal knowledge of related concepts.

F: Unsatisfactory progress. This grade may also be assigned in cases of academic misconduct, such as cheating or plagiarism, and/or excessive absences.

#### Attendance

Attendance is important. I am allowing three, no questions asked, absences. Your grades will be determined by your writing, but attendance and class participation are crucial. If you do not attend class or participate actively, you are unlikely to comprehend the course material well enough to write a skillful term paper.

Points will be taken off your final grade for having more absences than three. After three absences, your continued presence in this course will be at my discretion. In my experience, students who do not attend class rarely achieve their academic goals.

I will not tolerate frequent lateness. Students will not be allowed into the classroom once 10 minutes have elapsed. Leaving early, without prior permission, is considered disrespectful and will not be tolerated. If this is a morning class and the student has difficulties staying awake or showing up on time, I would strongly suggest finding another section of 091 to take.

#### Cell Phones & Other Technology Issues

Please turn your cell phone off BEFORE entering the classroom. If your cell phone goes off more than once while class is in a session, you will be asked to leave. I will not tolerate texting or other distractions to the learning experience. Laptops are fine as long as they aren't a distraction.

In my classes, I have an expectation students will have access to email and computers in general. All of your work will be submitted to me digitally. Given there are public and school libraries, the ILC, coffee shops, etc, students need to budget their time better; I do not see any excuse for having "no access" to email outside of the classroom.

I will not be carrying handouts around all semester. If you miss class or lose a handout, please check the course website within 48 hours of the class to view, download, or print a PDF of the handout in question.

#### Academic Honesty

Plagiarism is the use of another writer's words or ideas without disclosure of the source. All essays and papers submitted by students for credit in English courses at Ocean County College must make honest and full disclosure of any sources used, including but not limited to books, print articles, films and other media, the internet, and professional or non-professional cowriters. Failure to make full disclosure of sources will subject students to penalties prescribed by Plagiarism Policy #5180. See the current student handbook-planner, *Time Well Spent*, for the complete text of this policy.

#### Email

Email is an excellent way to contact me. Please provide a clear subject line and include your name and class section in the text of the email. I will respond to your email within 48 hours.

#### Make Up Work

Work should be handed in on the date it is due. I will accept late work with one full grade taken off the top for each class it is late. If an emergency has come up, I expect an email before the class you will be missing letting me know. Your work will be due at our next meeting, but it would be great if you could email it to me in the meantime as well.

#### Evaluation

Three exams 60%

Quizzes 15%

Assignments 15%

Participation/Attendance 10%

A 100-92

B+ 91-88

B 87-80  
C+ 79-75  
C 74-70  
D 69-65  
F 64-0

Notification For Students With Disabilities

If there is any student in this class who has special needs because of learning disabilities or other kinds of disabilities, please feel free to discuss your needs with your instructor and/or a staff member in the Center for Academic Excellence.

Disclaimer

The instructor may make reasonable changes to this course syllabus by announcement in class.

Week One

Tuesday September 7<sup>th</sup>

- Pass out syllabus
- Course introduction

**For Next Time:** Read about student success in college (1-19)

**Remember:** Please make sure, if you have not yet, to buy the book!

Thursday September 9<sup>th</sup>

- Lecture on student success in college
- Group work: Personal Feedback #1 (3) and #2 (6)
- Assign homework: Exercise #2 (8-9) and Exercise #3 (11-12)

**For Next Time:** Read about the stages of reading (23-52)

**Remember:**

Week Two

Tuesday September 14<sup>th</sup>

- Collect homework
- Quiz on chapter one
- Lectures on the stages of reading
- Group work: Personal Feedback #1 (27) and Personal Feedback #2 (37)
- Assign Homework: Was Eric Clark Insane or Just Troubled? (45-51)

**For Next Time:** Read about vocabulary (54-81)

**Remember:**

Thursday September 16<sup>th</sup>

- Collect homework
- Quiz on chapter two
- Lecture on vocabulary
- Group work: Personal Feedback #1 (55) and exercise #9 (67)
- Assign Homework: Exercises 2-7 (59-64)

**For Next Time:** Read about main ideas (83-128)

**Remember:**

Week Three

Tuesday September 21<sup>st</sup>

- Collect homework
- Quiz on chapter three

- Lecture on main ideas
- Group work: Exercises #1 (85) and #4 (87)
- Assign Homework: Exercises 9-10 (94-97)

**For Next Time:** Read about supporting details and organizational patterns (129-186)

**Remember:**

Thursday September 23<sup>rd</sup>

- Collect homework
- Quiz on chapter four
- Lecture on supporting details and organizational patterns
- Group work: Exercise #2 (135) and #5 (145)
- Assign homework: Exercise #3 (137) and #9 (155-157)

**For Next Time:** Read about textbook learning (187-222)

**Remember:**

Week Four

Tuesday September 28<sup>th</sup>

- Collect homework
- Quiz on chapter five
- Lecture on textbook learning
- Group work: Exercise #2 (191) and Exercise #3 (194-195)
- Assign homework: Exercise #5 (197-198) and Exercise #6 (200-203)

**For Next Time:** Read about efficient reading (223-249)

**Remember:**

Thursday September 30<sup>th</sup>

- Collect homework
- Quiz on chapter six
- Lecture on efficient reading
- Group work: Exercise #4 (231)
- Assign Homework: Timed Reading 1 (240-243)

**For Next Time:** Your first exam!

**Remember:** Study hard!

Week Five

Tuesday October 5<sup>th</sup>

- Collect homework

- Exam

**For Next Time:** Read about the writing process (277-286)

**Remember:**

Thursday October 7<sup>th</sup>

- Collect homework
- Quiz on chapter seven
- Lecture on the writing process
- Group work: Exercise #1 (283)
- Assign homework: Writing assignment #1 (285)

**For Next Time:** Read about preparing to write... (287-296)

**Remember:**

Week Six

Tuesday October 12<sup>th</sup>

- Collect homework
- Quiz on chapter nine
- Lecture on preparing to write
- Group work: Pick one of the first five exercises and share with your group
- Assign homework: Journal writing (294)

**For Next Time:** Read about topic sentences (297-306)

**Remember:**

Thursday October 14<sup>th</sup>

- Collect homework
- Quiz on chapter ten
- Lecture on topic sentences
- Group work: Exercise #7 (303)
- Assign homework: Progressive writing assignment (304)

**For Next Time:** Read about supporting paragraphs (307-321)

**Remember:**

Week Seven

Tuesday October 19<sup>th</sup>

- Collect homework
- Quiz on chapter eleven
- Lecture on supporting paragraphs

- Group work: Exercise #4 (312)
- Assign homework: Exercise #11 (319)

**For Next Time:** Read about unity and coherence in paragraphs (323-335)

**Remember:**

Thursday October 21<sup>st</sup>

- Collect homework
- Quiz on chapter twelve
- Lecture on unity and coherence in paragraphs
- Group work: Exercise #4 (327)
- Assign homework: Exercise #7 and #8 (331-332)

**For Next Time:** Read about revising, proofreading, and formatting (337-345)

**Remember:**

Week Eight

Tuesday October 26<sup>th</sup>

- Collect homework
- Quiz on chapter thirteen
- Lecture on revising, proofreading, and formatting
- Group work: Exercise #1 (342)
- Assign homework: No homework!

**For Next Time:** Read about limiting and ordering (369-386)

**Remember:**

Thursday October 28<sup>th</sup>

- Quiz on chapter fourteen
- Lecture on limiting and ordering
- Group work: Wordsmith's Corner (378-379)
- Assign homework: Pick one of the real world assignments (385-386)

**For Next Time:** Read about writing a summary (403-418)

**Remember:**

Week Nine

Tuesday November 2<sup>nd</sup>

- Collect homework
- Quiz on chapter sixteen
- Lecture on writing a summary

- Group work: Exercise #2 (407-408)
- Assign homework: Exercise #5 (416-417)

**For Next Time:** Exam!

**Remember:** Study hard for your exam!

Thursday November 4<sup>th</sup>

- Collect homework
- Exam

**For Next Time:** We start grammar! Read about pronoun agreement (511-524)

**Remember:**

Week Ten

Tuesday November 9<sup>th</sup>

- Quiz on chapter eighteen
- Lecture on pronoun agreement
- Group work: I will make my own!
- Assign homework: Review exercise #5 (522)

**For Next Time:** Read about pronoun case (499-510)

**Remember:**

Thursday November 11<sup>th</sup>

- Collect homework
- Quiz on chapter twenty six
- Lecture on pronoun case
- Group work: I will make my own!
- Assign homework: Review exercise #4 (510)

**For Next Time:** Read about commas (525-534)

**Remember:**

Week Eleven

Tuesday November 16<sup>th</sup>

- Collect homework
- Quiz on chapter twenty five
- Lecture on commas
- Group work: I will make my own!
- Assign homework: Review exercise #5 (534)

**For Next Time:** Read about subject/verb agreement (419-433)

**Remember:**

Thursday November 18<sup>th</sup>

- Collect homework
- Quiz on chapter twenty seven
- Lecture about subject/verb agreement
- Group work: I will make my own!
- Assign homework: Review exercise #2 (431)

**For Next Time:** Read more about subject/verb agreement (435-446)

**Remember:**

Week Twelve

Tuesday November 23<sup>rd</sup>

- Collect homework
- Quiz on chapter nineteen
- Lecture about more subject/verb agreement
- Group work: I will make my own!
- Assign homework: Review exercise #4 (445)

**For Next Time:**

**Remember:**

Week Thirteen

Tuesday November 30<sup>th</sup>

- Collect homework
- Catch up day

**For Next Time:** Read about run on sentences (475-486)

**Remember:**

Thursday December 2<sup>nd</sup>

- Quiz on chapter twenty
- Lecture on run on sentences
- Group work: I will make my own
- Assign homework: Review exercise #5 (486)

**For Next Time:** Read about sentence fragments (487-498)

**Remember:**

Week Fourteen

Tuesday December 7<sup>th</sup>

- Collect homework
- Quiz on chapter twenty three
- Lecture on sentence fragments
- Group work: I will make my own
- Assign homework: Review exercise #5 (498)

**For Next Time:** Read about verb shifts (447-460)

**Remember:**

Thursday December 9<sup>th</sup>

- Collect homework
- Quiz on chapter twenty four
- Lecture on verb shifts
- Group work: I will make my own
- Assign homework: Review exercise #4 (458)

**For Next Time:** Read about sentence variety (461-474)

**Remember:**

Week Fifteen

Tuesday December 14<sup>th</sup>

- Collect homework
- Quiz on chapter twenty one
- Lecture on sentence variety

**For Next Time:** Review session before the exam!

**Remember:**

Thursday December 16<sup>th</sup>

- Review session before final exam

Week Sixteen

Tuesday December 21<sup>st</sup>

- Final exam!!!

**For Next Time:** You're done!

**Remember:** Grades will be posted ASAP