

Spring 1-15-2011

## ENG 3001-004\_006: Advanced Composition

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3001-004  
-006

Office: Coleman 3741 (west hallway)

Office hours: MWF 10:00-12:00,  
MW 3-3:30, and other times by  
appointment

581-6983 (during office hours)  
581-2428 (English Department)

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We will practice the art of writing—  
sentences, paragraphs, essays—with as  
much room for improvement as a  
semester allows. Some writing will be  
on assigned topics; some, on topics of  
your devising. Some writing will be for  
a specific audience; some, for an  
imagined general reader. Some writing  
will be practical; some will involve the  
mind at play. All work in the course  
will emphasize revision as a necessary  
practice in writing. (I've made fifteen  
small revisions in writing this  
description.)

In the world beyond college, you'll be  
the one responsible for the shape your  
writing skills are in. This course  
provides a great opportunity to get  
those skills in better shape now.

Requirements: The course will require  
dedicated daily work and considerable  
writing.

**TEXTS**

Claire Cook, *Line by Line*  
Gerald Graff, et al. *"They Say/I Say"*  
Michael Harvey, *The Nuts and Bolts of  
College Writing*

Other reading will be available as PDFs  
or photocopies.

You should have access to a hardcover  
collegiate (college-level) dictionary  
when reading.

**REQUIREMENTS**

The course will require dedicated daily  
work (reading, writing, sharing work,  
talking), several pieces of writing, and

**ENGLISH 3001**

**ADVANCED COMPOSITION**

**PROFESSOR M. LEDDY**

**SPRING 2011**



several conferences.

**ATTENDANCE**

Be here, on time, every time. You're  
responsible for all assignments,  
whether or not you're here when  
they're announced.

Frequent absences will affect your  
grade, not through a system of points  
and deductions but simply because not  
being here will make it difficult to do  
the work of thinking and learning that  
a college course is meant to involve.

If you must miss a class, you should  
get in touch with me beforehand to  
find out what you will miss.

Photocopied pages to go with our  
reading will be available from an  
envelope on my office door.

**LATE WORK, MAKE-UP WORK**

Missed work cannot be made up. Late  
work is acceptable only if you have my  
approval in advance.

**DISABILITIES**

If you have a documented disability  
and wish to receive academic  
accommodations, contact the  
coordinator of the Office of Disability  
Services (581-6583) as soon as possible.

**OFFICE HOURS**

Talking to professors is one of the  
smartest things a college student can  
do. Please, come in to ask questions  
and talk about your work in the class.  
If office hours don't work for you,

make an appointment.

If you feel uneasy about talking to  
professors, read "How to talk to a  
professor" for potentially helpful  
advice: <http://bit.ly/6u0ICd>.

**E-MAIL**

Before you e-mail me, please read and  
follow the guidelines in "How to e-  
mail a professor": <http://bit.ly/x379y>. These guidelines are read all  
over the world and will serve you well  
in e-mailing any professor (assuming  
that your professor answers e-mail).

One guideline that you don't need to  
follow: you need not add your class  
number and meeting time to your  
signature. I'll know who you are. But  
do include *Eng 3001* in your subject  
line. That makes it easier for me to  
sort mail and respond to it in a timely  
way.

**DECORUM**

The atmosphere in our class should be  
serious—not somber or pretentious,  
but collegiate and genuinely  
intellectual. No eating, sleeping,  
talking, texting, or doing work for  
other classes. No headphones, hoods,  
iPods, or phones. Electronic devices  
should be turned off and out of sight.  
Please show proper respect for our  
small community of learning. Any  
student who establishes a pattern of  
troublesome behavior will be asked to  
leave on a class-by-class basis.

**DISCUSSION**

Consider what the writer Thomas  
Merton says about a teacher he  
admired (Mark Van Doren, Columbia  
University):

Most of the time he asked  
questions. His questions were very  
good, and if you tried to answer  
them intelligently, you found  
yourself saying excellent things  
that you did not know you knew,

and that you had not, in fact, known before.

I like to ask questions that make people think. I also like it when people ask me such questions. Think of a question not as something whose answer you're already supposed to know but as an invitation to think. I know that this suggestion might go against the grain of much of your experience in school.

You should be asking relevant questions too, of me and perhaps of one another. Asking questions is what's involved in critical inquiry.

## GRADING

Your grade will be based on your writing (70%), day-to-day work (20%), and participation in class and conferences (10%).

Writing receives a letter grade. Day-to-day assignments receive numerical grades. Missing work of either sort receives a zero. Participation and conferences receive an numerical grade, an overall evaluation of the extent to which you're prepared and contributing: 100 (always), 85 (frequently), 75 (usually), 50 (sometimes), 0 (rarely or never).

To calculate semester grades, I use numerical equivalents for letter grades:

A	95	A-	92	B+	87
B	85	B-	82	C+	77
C	75	C-	72	D+	67
D	65	D-	62	F	55

Sometimes when I grade writing I'll give a grade that falls between two grades—e.g., B+/A- (89.5).

For semester grades, 90 or above is an A; 80 or above, a B; 70 or above, a C; 60 or above, a D; below 60, an F.

## EWP

Please make sure that you understand

the requirements for the Electronic Writing Portfolio and that you fulfill them in a timely way. For more information: <http://www.eiu.edu/~assess/>.

## ACADEMIC INTEGRITY

The English Department's statement on plagiarism:

Any teacher who discovers an act of plagiarism—"The appropriation or imitation of the language, ideas, and/or thoughts of another author, and the representation of them as one's original work" (*Random House Dictionary of the English Language*)—has the right and responsibility to impose upon the guilty student an appropriate penalty, up to and including immediate assignment of a grade of F for the course.

And my statement concerning academic integrity:

Any breach of academic integrity—from lifting words or ideas without attribution to submitting a wholly unoriginal essay—is a serious matter and will get you a serious penalty. The Student Standards office recommends an F for the course. You will also be required to take a course in ethics administered by Student Standards, whose staff will keep your misconduct on record and notify your other professors that one of their students has violated academic integrity.

You should be familiar with Eastern's statement on academic integrity (posted in classrooms) and should ask if you have any questions about quoting from and/or documenting sources. But because the work of the course is to be an expression of *your ideas in your words*, aside from words and ideas from properly acknowledged sources, questions of plagiarism and collusion should never arise.

Do not "borrow" work or give your work to anyone (allowing someone else to make use of your work is also a breach of academic integrity and will

also get you a serious penalty, up to and including an F for the course).

## PROVISIONAL OUTLINE (WEEKS)

- 1: Thinking about writing  
Zinsser, "Writing Good English"
- 2: Harvey, Chapters 1, 2, 7, 8  
Graff, Chapter 8
- 3: Graff, Introduction, Chapters 1, 2, 3
- 4: Graff, Chapters 4, 5, 6, 7; Carr, "Is Google Making Us Stupid?"
- 5: Responses to Carr, first writing
- 6: Conferences
- 7: Selected readings
- 8: Second writing, conferences
- 9: Selected readings
- 10: Third writing
- 11: Conferences
- 12: Selected readings, fourth writing
- 13: Conferences
- 14: Repairs (revising)
- 15: Fifth writing, last things