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ENG 1000-001: Fundamental English

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English 1000: Fundamental English
Course Policy Statement and Syllabus
Spring 2000

Instructor: Denise Fitzer, Julie Perenchio

Office: Coleman 201

Office Hours: TBA

Required Texts

- Clouse, Barbara. Progressions. 4th ed. Allyn and Bacon, 1999.
- Funk, McMahan, Day. The Simon & Schuster Short Prose Reader. 1997.
- Fulwiler & Hayakawa. The Blair Handbook, Second edition.

You'll also need an 8 1/2" x 11" spiral-bound notebook for use as a journal in this class.

Goals

To help improve your writing through practice and instruction in developing and organizing ideas; in using words, sentences, and paragraphs effectively; and in acquiring and perfecting skills for revising and editing your prose.

Course requirements

Attendance at and participation in all class meetings; completion of all reading and writing assignments on time.

Please note: You are not allowed to miss more than two classes, unless an absence is excused. (Excused absences are those involving illness or death in the family. When an absence is excused, students may be permitted to make up assignments at the convenience of the instructor.)

Assignments

In addition to several in-class writing assignments, you will complete four out-of-class essays, each of which comprises pre-writing activities and a series of rough drafts. You will complete two of these essays by mid-term and the other two during the second half of the semester.

Save all written assignments and essays. You will be using this material for assembling portfolios of your work to submit for mid-term and for final evaluation. All out-of-class essay assignments should be typed. In-class essays will be hand-written. You will also be required to keep a journal, which will be collected on Fridays.

Conferences

You are encouraged to see us for conferences outside of class and to receive extra help in the Writing Center. We may require you to seek tutoring in the Writing Center, which is located in 301 Coleman Hall (581-5929).

Grading

English 1000 is graded Credit/No Credit. In order to pass the course, you must earn our recommendation and submit a writing portfolio that earns a pass for the course (see the attached sheet on the portfolio). Our recommendation will be based primarily on satisfactory completion of all reading and writing assignments, satisfactory class participation, and noticeable improvement in your writing. You cannot register for English 1001C until you pass English 1000.

The grades we will give you in class are not reflective of whether you will pass English 1000. They are simply a way of helping you determine what areas are your primary strengths and weaknesses. Refer to the “Guidelines for Evaluating Writing Assignment’s in EIU’s English Dept.”

Information for Students with Disabilities

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

Course Syllabus

All assignments—readings, essays, revisions, exercises, and so on—are course requirements and must be completed fully and on time. You should save all written assignments and essays. You will be using this material for assembling two portfolios of your writing. One small portfolio will be submitted at mid-term for the purpose of checking your progress. You will submit a second, larger portfolio for final evaluation of your performance in the course. (See the Portfolio Guidelines attached to this syllabus.) Changes to the syllabus may be made at our discretion and we will always inform you in class.

Week 1 (Jan 10, 12, 14)

Introductions (get textbooks from TRS; purchase notebook and bring to class)

Diagnostic Essays on Monday and Wednesday

Formal Instruction begins on Friday; Introduce Writing #1

Week 2

NO CLASS MONDAY

Jan 19. Have Clouse p.1-19 read.

Jan 21. Have Clouse p. 149-160 read. Have prewriting exercises done.

Week 3

Jan 24. Rough draft of Writing 1 due.

Jan 26. Return drafts. In class editing and revising.

Jan 28. Peer reviews. Bring clean, typed copies of Writing 1 for your classmates.

Week 4

Jan 31. Final draft of Writing 1 due. Introduce Writing 2. Grammar Day.

Feb 2. Return Writing 1. Have p. 28-33 in Short Prose Reader and p. 59-74 in Clouse read.

Feb 4. Rough draft of Writing 2 due. Sentence/Paragraph Day.

Week 5

Feb 7. Return drafts. In class editing and revising.

Feb 9. Peer reviews.

NO CLASS FRIDAY.

Week 6

Feb 14. Final draft of Writing 2 due. Grammar Day.

Feb 16. Revision of Writing 1 due. Discuss midterm portfolios.

Feb 18. Return Writing 1 and 2. Discussion.

Week 7

Feb 21. Assemble midterm portfolios.

Feb 23. In class essay

Feb 25. In class essay

Week 8

Feb 28. In class essay

Mar 1. In class essay

Mar 3. Portfolios due!

Week 9

Mar 6. Introduce Writing 3. Have Clouse p. 113-122 read.

Mar 8. Have Clouse p. 196-232 read.

Mar 10. Rough draft of Writing 3 due. Individual conferences—portfolio feedback.

SPRING BREAK!

Week 10

Mar 20. Return drafts. In class editing and revising.

Mar 22. Peer reviews.

Mar 24. Sample student essay(s) for discussion and review.

Week 11

Mar 27. Final draft of Writing 3 due. Introduce Writing 4. Grammar Day.

Mar 29. Have Clouse p. 140-147 read.

Mar 31. TBA

Week 12

Apr 3. Rough draft of Writing 4 due.

Apr 5. Return drafts. In class revising and editing.

Apr 7. Peer reviews.

Week 13

Apr 10. Final draft of Writing 4 due.

Apr 12. Return Writing 4. Prepare for Final portfolios. Set up Conferences.

Apr 14. No class!!!

Week 14 and 15

Apr 17. Prepare Final portfolios

Apr 19. In class essay

Apr 21. In class essay

Apr 24. In class essay

Apr 26. In class essay

Apr 28. Portfolios are due...and Fun!!!!