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ENG 1000-002: Fundamental English

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English 1000: Fundamental English*Fall 2004 syllabus*

Eastern Illinois University

Instructor: **Amanda Bright**Office: **2110 Coleman Hall**Office Hours: **1-1:50 p.m. MWF; 11 a.m. to noon and 2-3 p.m. Tuesdays**Contact information: **amandabright2002@yahoo.com**

COURSE DESCRIPTION: 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 writing.

REQUIRED MATERIALS:

- Susan Anker. *Real Essays with Readings*. Bedford/St. Martin's, 2003.
- Sterling Warner and Bill Swanson. *Projections*. 2nd ed. 2003.
- Toby Fulwiler and Alan R. Hayakawa. *The Blair Handbook*. 3rd ed. 2000.
- An 8½-by-11-inch spiral-bound notebook for use as a journal.

COURSE REQUIREMENTS: Attendance at and participation in all class meetings, no pattern of tardiness, completion of all reading and writing assignments on time, and full participation in group activities is expected. **Please note:** Students who accumulate more than four unexcused absences during the semester should not expect to pass English 1000. (Excused absences are those involving illness, death in the family, and officially approved university activity.)

JOURNALING: Every class period will start with five minutes of free writing based on a provided writing prompt. Partaking in this activity will be part of your participation. Other journal writings will be responses to the readings for the class and in-class writings.

EXERCISES: For almost every concept learned in this course, there will be some way to apply the skill in class. It is appropriate to make mistakes on these daily exercises as the learning process is ongoing. Therefore, you will receive participation credit for attempting answers and joining in class discussions. I may assign additional exercises based on your specific needs. All assignments are important. If you complete the assignments in the planned sequence, you will be much more likely to succeed in this course.

OUT-OF-CLASS ESSAYS: You will write four out-of-class essays, each of which includes prewriting activities and a series of drafts. You will complete two of these essays by midterm

and the other two during the second half of the semester. All out-of-class essay assignments must be typed. Specific information for each essay will be given at a later date.

IN-CLASS ESSAYS: In addition to the two diagnostic writings completed at the beginning of the semester, there will be two in-class essays for both midterm and final grades. These essays will be hand-written, and I encourage you to spend part of the time allotted planning and revising your work.

PORTFOLIOS: There are two portfolios that help determine a pass or fail grade in this course. These portfolios are collections of your writings that will be evaluated by me and the Composition Committee at EIU. It is in your best interest to **keep everything written inside and outside of this class** so you have a variety of work to choose from when compiling the portfolio. One small portfolio will be submitted at midterm for the purpose of checking your progress. You will submit a second, larger portfolio for final evaluation of your performance in the course. More information will be distributed on this later in the semester. I'll be happy to meet with anyone during finals week (Dec. 13-17) regarding their final portfolios.

CONFERENCES: I will require you to meet with me in several conferences during the semester. These appointments are for individual attention regarding your strengths and weaknesses in writing. I will pass around a sign-up sheet for these meetings the week before they are to take place. I may also ask you to receive extra help or tutoring in the Writing Center, which is located in 3110 Coleman Hall (581-5929).

DEADLINES: All deadlines in this course **are final**. No late credit will be awarded. Deadlines are an important part of any career. In order to make up any work when you miss class, **notify me ahead of time** by phone or e-mail that you will be gone and we can make arrangements.

GRADING: English 1000 is graded **Credit/No Credit**. In order to pass the course you must earn my recommendation, which will be based primarily on satisfactory and on-time completion of all reading and writing assignments, including exercises, and on satisfactory class participation. You must also earn a passing final portfolio grade from the Composition Committee. You cannot register for English 1001C until you pass English 1000.

STUDENTS WITH 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.

Course Syllabus

In order to accommodate the needs of the class, the following schedule of discussion, reading, and writing assignments is tentative. You will be notified of any changes in class. Because writing is a process, topics will often be introduced and then reviewed later in the semester.

8/23 (Mon): Diagnostic in-class essays

8/25 (Wed): Diagnostic in-class essays

8/27 (Fri): Read *Projections* pgs. 331-335; write half-page response in your journal; sign up for conferences on diagnostic essays

8/30 (Mon): Read *Real Essays* chapter 1

9/1 (Wed): Read *Real Essays* pgs. 24-27 and chapter 8; have topic for Essay #1 chosen

9/3 (Fri): Read *Real Essays* pgs. 27-32; *Projections* pgs. 112-116; write response in journal

9/6 (Mon): No Class – Happy Labor Day!

9/8 (Wed): Read *Real Essays* chapter 3

9/10 (Fri): Rough draft of **Essay #1 due**; peer reviews in class

9/13 (Mon): Final draft of **Essay #1 due**; read *Real Essays* chapter 9; sign up for conferences

9/15 (Wed): Read *Real Essays* chapter 4; have topic for Essay #2 chosen

9/17 (Fri): Read *Real Essays* chapter 5

9/20 (Mon): Read *Real Essays* pgs. 639-641; write response in journal

9/22 (Wed): Revision of **Essay #1 due**; read *Real Essays* chapter 6

9/24 (Fri): Rough draft of **Essay #2 due**; peer reviews in class; sign up for conferences

9/27 (Mon): Read *Real Essays* pgs. 85-93; midterm portfolio introduced

9/29 (Wed): Read *Real Essays* pgs. 93-102

10/1 (Fri): Final draft of **Essay #2 due**; prep for midterm in-class essays

10/4 (Mon): In-class midterm essays

10/6 (Wed): In-class midterm essays

10/8 (Fri): No Class – Happy Fall Break!

10/11 (Mon): In-class midterm essays

10/13 (Wed): In-class midterm essays

10/15 (Fri): Midterm portfolios due; read *Real Essays* pgs. 677-679; sign up for conferences

10/18 (Mon): Read *Real Essays* chapter 14; have topic for Essay #3

10/20 (Wed): Read *Real Essays* pgs. 681-683; write response in journal

10/22 (Fri): Read *Real Essays* chapter 30

10/25 (Mon): Read *Real Essays* chapter 31

10/27 (Wed): Rough draft of **Essay #3 due;** peer reviews in class; sign up for conferences

10/29 (Fri): Review issues of concern; come to class with one writing issue to discuss

11/1 (Mon): Read *Real Essays* pgs.261-265; write response in journal

11/3 (Wed): Final draft of **Essay #3 due;** read *Real Essays* chapter 32

11/5 (Fri): Read *Real Essays* chapter 16; have topic chosen for Essay #4

11/8 (Mon): Read *Projections* pgs. 29-34; have prewriting and thesis ready for Essay #4

11/10 (Wed): Read *Real Essays* pgs. 698-700; write response in journal; have details and plan for Essay #4

11/12 (Fri): Rough draft of **Essay #4 due;** peer reviews in class; sign up for conferences

11/15 (Mon): Read *Projections* pgs. 61-66; write response in journal

11/17 (Wed): Read *Projections* pgs. 56-58; write response in journal

11/19 (Fri): Final draft of **Essay #4 due;** come to class with writing issue to discuss

11/22 (Mon): No Class – Happy Thanksgiving!

11/24 (Wed): No Class – Happy Thanksgiving!

11/26 (Fri): No Class – Happy Thanksgiving!

11/29 (Mon): Prep for in-class final essays; conferences for portfolios

12/1 (Wed): Prep for in-class final essays; conferences for portfolios

12/3 (Fri): In-class final essays

12/6 (Mon): In-class final essays

12/8 (Wed): Portfolios due; in-class final essays

12/10 (Fri): In-class final essays