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ENG 1002G-024: Composition & Literature

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Syllabus, English 1002G

Spring Semester, 2016

Michael Kuo

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Office Hours: 12:30-2:00 TR, or by appointment.

Catalog Description of Course

"A writing course designed to improve skills in critical thinking and analytical expression based on the reading of literary texts." Prerequisite: English 1001C.

Learning Objectives

The University asks that "[i]n successfully completing English 1002G, students will 1) write expository and persuasive papers throughout the semester (a minimum of 5,000 words) in which paragraphs, sentences, and words develop a central idea . . . 2) read poetry, fiction, and drama expressing a wide range of cultural perspectives and values and develop abilities to think critically and write analytically about them . . . 3) engage in reading and writing experiences about literature in order to demonstrate an increased understanding of and appreciation for social, cultural, intellectual, and aesthetic ideas and their discovery . . . 4) develop research skills, including effective use of source materials and principles of documentation . . . 5) develop skills in revising their own writing by participating in peer review workshops and by revising one of their essays for possible inclusion in their electronic writing portfolio." This language comes from the official Approved Course Proposal for English 1002G, from 2000.

I will focus your writing primarily on topics related to your intended field of study and career.

Note: The English Department has approved, and anticipates University approval of, a new design for English 1002, to be implemented in the 2016-2017 school year. The new course will change the focus of the course to writing effective arguments, and essentially eliminate items 2 and 3 above (the literature component) from the course objectives. This semester (Spring, 2016), my syllabus reflects a transition to the anticipated new course design.

Books & Materials

The handbook and dictionary you received from the Textbook Library, and online documents TBA.

Attendance

You can skip **only three** classes this semester without affecting your grade. After that, your grade for the course will be lowered by one grade for each time you're absent.

Classes missed for personal emergencies and health issues will not count in your "skip total" if you provide me with documentation for an excused absence. To qualify, a personal emergency must involve the death or hospitalization of someone close to you—like, a family member, girl/boyfriend, or best friend—and I will need proof of the unfortunate event (a newspaper clipping or other reliable account). It really sucks that I have to write this stuff, but I hope you agree that it's better to make it clear now than to try figuring it out during the course of the semester. Health reasons for missing class must be documented with a healthcare professional's written opinion that you could not make class. University-related excused absences (for example, scheduled games for athletes) require documentation from the appropriate University office.

I will pass out an attendance sheet at the beginning of each class. It is your responsibility to sign your name on the list. If you show up late and forget to ask for the sheet at the end of class, or you space out somehow, you will be counted absent.

Quizzes missed for non-excused absences (see above) cannot be made up.

If you miss class, please first get the notes for that day from another student (or, preferably, from several students). If you have trouble understanding anything after that, please make an appointment to see me; I will help you understand the notes provided by your classmates.

Cell Phones, Texting

Please turn your cell phone off for class, or turn the ringer off. I will be fairly tolerant if you forget once or twice; this happens to all of us--but you may not answer your phone or place a call during class. Texting, however, will not be tolerated. If you disrupt class by texting, I will ask you to leave immediately. If it happens a second time, I will consider your texting an ongoing disruption and, pursuant to Eastern's policies (see [Policy 157.1](#)), remove you from the course permanently and give you an F.

If you have a potential emergency that might require notification (for example, someone close to you is in the hospital and you are waiting on news--but not, for example, having a fight with your boyfriend or girlfriend--you must notify me before class, sit near the door, leave the ringer off and, if you receive the awaited text or call, leave class quietly to take your call and return only for the next class.

Late Work

I will not accept late work, unless we have made a previous arrangement.

Plagiarism

Students are expected to maintain principles of academic integrity and conduct as defined in EIU's [Code of Conduct](#). Violations will be reported to the [Office of Student Standards](#).

I won't tolerate cheating or plagiarism. Here is what Eastern's Office of Student Standards advises me to do if you cheat or plagiarize: "The value that we place on education should be reflected in our response to academic misconduct. In the absence of mitigating factors we recommend that an F for the course should be the minimum appropriate response for deliberate violations. Giving a failing grade solely on the test or assignment may in actuality be no worse than the student might have gotten had there been no effort to raise the grade through dishonesty. Consider, too, the unlikelihood that you caught this student the first time he or she chose to cheat on an educational assignment."

Students with Disabilities

If you are a student with a documented disability in need of accommodations to fully participate in this class, please contact the Office of Student Disability Services (OSDS). All accommodations must be approved through OSDS. Please stop by Ninth Street Hall, Room 2006, or call 217-581-6583.

E-Mail

You are welcome to send me e-mail; my address is mfkuo@eiu.edu. For our class, please use your Eastern e-mail account. Please put your full name (if it is not displayed by your e-mail program) and a specific, appropriate subject phrase in the message's subject line. I do not guarantee I will read your e-mail otherwise. If your e-mail involves a question or requires a reply, you should expect me to answer within *three school days* (not including weekends)--unless I have announced otherwise in class (for example, when all of my students will be sending me e-mails on the same day as part of an assignment). It would be smart to keep a copy of every e-mail you send me. Unless I have announced otherwise in class, you should expect a response from me within two to three school days. I will not respond to any e-mail that is not courteous--and I include salutations, closings, electronic signatures, and diligence with writing mechanics in my notion of courtesy.

Grading

Your grade for the course will be based on the 100 points below. You must turn in all the assignments to get credit for the course. 90 to 100 total points will receive an A, 80 to 89 will receive a B, 70 to 79 will receive a C, and 0 to 69 will receive an NC (No Credit).

News Quizzes: 15 points

Test 1: 15 points

Paper 1: 25 points

Paper 2: 25 points

Final Exam: 20 points

You must complete the two papers, test 1, and the final exam in order to pass the class.

Grading of Written Material

I will follow the grading standards suggested by Eastern's English Department. I will use the "Process" category to gauge your performance in meeting various deadlines and assignments related to each assignment. *A grade of C, D, or F in any individual category will conquer the grade for the paper.*

Since I teach three sections of this course, I have 60-70 papers to grade whenever an assignment is turned in. I hope to return your papers within two weeks from the date you turn them in—but I am not always able to meet this goal, and it sometimes takes me three weeks.

"What's My Grade in This Class?"

You can calculate your grade for the course at any point by comparing your grades to the totals and information above, under "Grading." The question "How am I doing so far?" is easily answered by dividing the total number of points you have received in the course (to date) into the total number of points possible (to date), and using the 90-80-70 scale mentioned above. The question "Is it still mathematically possible for me to pass this class?" can be easily answered by adding the total number of points you have received (to date) to the total number of points you could possibly receive (if you got perfect scores) in the remainder of the class—then dividing this total sum into 100 and using the 90-80-70 scale; if the result is less than 70, the answer is "no." The question "What will I get in this class?" is very different, however, as is "Can I still pass this class?" These questions require that you *estimate* what you will get on future assignments. I sincerely hope you do well on future assignments—but, for obvious reasons, I do not want to help you make these calculations, and I urge you to be realistic with your estimations.

Student Success Center

Students who are having difficulty achieving their academic goals are encouraged to contact the Student Success Center for assistance with time management, test taking, note taking, avoiding procrastination, setting goals, and other skills to support academic achievement. The Student Success Center provides individualized consultations. To make an appointment, call 217-581-6696, or go to 9th Street Hall, Room 1302.