

Delta College Fall 2011
College Composition 111 4 credits

Joan Ramm, professor
Office S 10 Lower level Fine Arts Building
Phone (989) 686-9164
jbramm@delta.edu
FAX (989) 686-

Introduction

The purpose of English 111 is to allow you to discover how important writing can be to your life now and in the future. Whether you have chosen a career in business, nursing, teaching, automotive technology, engineering or any other field, your ability to communicate in writing will have an impact on your success in the working world. Good writing also is necessary to successfully complete a degree program at a four-year college or university.

Writing is like any other skill. You have to practice it to be good. Therefore, our class activities will allow you the opportunity to develop the writing skills you already have and acquire new ones. We also will build your confidence so you can tackle any writing assignments that come your way.

The goal of this course is to develop fluent, effective and confident writers. Reading and critical thinking also are required. You will be challenged as a researcher and asked to synthesize the material you discover.

Outcomes and Objectives

According to the standards set by Delta's English Division, a successful student in this class should be able to master the following outcomes and objectives:

Write effectively for appropriate rhetorical situations.

Objectives:

- A. Use the writing process: pre-write, write, and revise.
- B. Write with clarity.
- C. Select, organize, and present details to support a main idea.
- D. Use generalizations and details effectively.

Read effectively.

Objectives:

- A. Demonstrate the ability to derive meaning of text from multiple perspectives.
- B. Demonstrate the ability to distinguish between the meaning one makes of a text and

- the author's intended purpose.
- C. Show comprehension by accurately paraphrasing and summarizing a wide variety of texts.

Develop critical thinking skills.

Objectives:

- A. Explore the relationships among language, knowledge, and power.
- B. Develop critical thinking skills and apply them to reading texts.
- C. Demonstrate intermediate skills for information literacy, including accessing, analyzing, and using resources.

Assignments

We will complete several assignments that are outlined below. Since writing is a process that involves several steps, we will complete these assignments in stages or drafts allowing time for revisions. You will receive an assignment sheet at the beginning of each major paper assignment. It will describe the assignment, provide helpful tips and explain what is expected in the final revision. It will be a point of reference for you if you ever feel you're not headed in the right direction. Each assignment also will include a scoring rubric that outlines the grading criteria for the paper. You can refer to this rubric as you work on your assignment.

Specific Major Assignments:

Narrative Essay

Descriptive Essay

Informative Essay with library and original research

Opinion essay with research

Essay exam

Late Work Policy

Assignment deadlines will be announced well in advance. Therefore, NO LATE WORK will be accepted for any reason. If you cannot attend class, you must see that I receive your assignment prior to the beginning of class -- whether you send it to me in the mail, deliver it to my office or give it to a classmate to bring to class. **There will be no exceptions to this policy.**

It is not fair to other members of the class if I accept late papers from some students while others turn their work in on time. Late papers also make grading confusing — some students want a lesser grade for late work but I don't deal in discount grades. I only accept and grade papers that are complete and

submitted on time. Requiring you to turn your papers in on time also will help students who procrastinate from falling into a pattern that is difficult to change.

Electronic considerations

If you want to contact me by e mail, you must use your Delta e mail address. If you use another address and I do not receive your assignment because it has gone to my spam mail, it will be considered late and will not be accepted. If you are sending me a document via e mail, either paste it into the e mail message or save it as a **doc. or docx. file**.

If you want me to e-mail you your grade or other information about your performance in this class, remember that **there is no reasonable expectation of privacy with computer systems and networks used to conduct college business. For your protection, do not share your e mail account or password with anyone. Review the college's access and usage guidelines at www3.delta.edu/AIG.asp**

In part, the guidelines state:

You should not assume that anything received, sent or stored on any of these systems is private. The College generally, and system administrators specifically, will respect the privacy of users. However, these systems are not provided or intended for sending or receiving private or confidential communications. If material is stored electronically rather than in paper files, it must be just as accessible to others who need access to those files as any paper file would be. In addition, system administrators have access to all mail and user access requests and will monitor them as necessary to assure efficient performance and appropriate use. If access discloses improper or illegal use, it may be reported and penalized. Legal process, including requests for information under the Freedom of Information Act, may also compel disclosure.

In addition, I expect you to print out your assignments and hand them to me in class. Don't wait until the last minute to print your documents at Delta. Sometimes you can't open your documents from home once you get to campus. For better results, save your files in the **rich text format (.rtf)**. To do this, choose the "save as" option and select rtf. You should **also e mail your document to yourself** at your Delta account. That way you will have a back up copy.

Incomplete Assignments

The gateway criteria for all assignments are listed at the top of the grading rubric for each assignment. These sheets are included in this course pack. You must complete and check off each gateway item before I accept your paper. If you

fail to do this (for example, you don't include your research with your research paper) the assignment will be considered incomplete and will not be accepted or graded.

Plagiarism or Integrity of Academic Work

Plagiarism (using the words of someone else and passing them off as your own) is a serious issue. The College's Policy for Plagiarism and Honesty in Academic Work is included in this course pack and you should become familiar with it because you will be held accountable to it. Students are put on notice that I will use Turnitin.com, an authenticity check service, on any papers without notification. If you do not want to have your papers put into this system, you must make this known to me within the first week of class.

Papers that have been plagiarized are given a failing grade of E for the assignment. In some cases, this grade could result in a failing overall grade for the class.

I require you to turn in highlighted copies of your research with your assignments that require research.

Attendance

Attendance is required for this course and I will take attendance daily. I expect you to arrive on time and stay the entire class period. Any graded work we complete in class cannot be made up if you miss the class.

I may **drop** you from the class if you miss, for any **reason, in excess of 2/15 of the classes** for this course. This is a policy of the English Division. In other words, if you are absent **two or more times for the courses that meet once a week or four times or more times for the courses that meet twice a week** you will be dropped. This could have an impact on your financial aid status as a full-time student.

If I drop you from the class, Records and Registration will notify you in writing. If you wish to appeal the instructor-initiated drop, you must contact me. If necessary, you may request mediation of the English Division Chair. An appeal must be in writing, signed by you as the person requesting the appeal, and received within one week following the notification of the drop.

Sounds like a lot of trouble, right? It is. Just come to class during the assigned time and this won't be an issue for you.

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Format

The final version of each assignment must be typed in MLA style, double spaced on 8 1/2 by 11 inch typing paper. Use 12pt. Roman type. Rough drafts and journals can be handwritten.

Notebook

This class will require you to have a writing notebook. It should be divided into the following sections: (1) **Class notes**; (2) **Drafts of writing assignments** (3) **Journal entries**. All of your writing for this class will be included in this notebook. Bring it to class every day. A three-ring binder works well because you can add and subtract papers easily. More instructions about your journal are on a separate page. You can use your notebook for reference during the final exam.

Grades

The total possible points for each assignment will be announced prior to the start of the assignment and on the grading rubric. Some assignments will count more than others. Computerized grade reports will be distributed after every major assignment is scored.

Grading scale:

100-93 A	92-90 A-	89-87 B+	86-83 B	82-80 B-	79-77 C+
76-73 C	72-70 C-	69-67 D+	66-63 D	62-60 D-	59- F

Required textbooks and materials

The Pocket Wadsworth Handbook 5th edition by Kirzner and Mandell
Glass Castle by Jeannette Walls
On Writing Well by William Zinsser

A good dictionary
A three-ring binder
12 cards 3 X 5 size
Delta I D card

Computer storage drive
A pocket folder
Blue book for final exam (optional)
E mail account

Read Handbook pp. 104; 120; 127-128; 15-20; 367-375

Writing

Essay #1 - Literacy Autobiography due –

assignment on

page 16 in course pack

Complete page 14 in course pack

Write Standard Journals for Zinsser Chapters 25 and 14

Forms on pages 55-56 in course pack

Sept. 14

Reading

The Glass Castle pages 3-50

Zinsser Chapters 1 and 9

Handbook pages 2-14; 302-312; 22-26

Writing

Three topic tests

Essay #2- Significant Incident Narrative Essay rough

draft

Assignment on page 22 in course pack

Complete worksheet on pp 31-33 in course pack

Journals on Zinsser (Ch. 1 Standard Journal [form on page 57 in

course pack]; Ch. 9 Top 10 List);

Glass Castle notes on page 21 in course pack

Sept. 21

Reading

Handbook pages 36-47

Zinsser Chapters 2 and 3

The Glass Castle pages 51-101

Writing

**Revise Significant Incident Narrative Essay paper;
grading criteria on page 41 in course pack**

Journal Chapters 2 and 3 in a visual way

Glass Castle notes on page 44 in course pack

Sept. 28
Individual
Conferences

Reading
Zinsser Chapters 4 and 5
The Glass Castle pages 102-149
Handbook pages 48-62

Writing

**Essay #3 Interesting Person Essay rough draft
typed—**

Assignment on page 43 in course pack
Standard journals on Zinsser Ch. 4 and 5 (forms on pages
58-59 in
course pack)

Oct. 5
Career Center

Reading
Zinsser Chapters 8
Handbook pages 155-163

Writing

**Essay #3 due - Interesting Person Essay due; grading
criteria in course pack page 54**
Complete worksheets on pp 45-46
Journal Zinsser Chapter 8 as a letter to William

Oct. 12
Library Research

Reading
Zinsser Chapters 10 and 20
Handbook pages 140-143; 163-170

Writing

Essay #4- I Search proposal due

Assignment on page 61 in course pack

Examples on pages 65-66 in course pack

Ch 10 journal – List 10 problem areas; Ch. 20 Standard

Journal

(form on page 60 in course pack)

Oct. 19

Reading

Handbook pages 175-179; Review 183-212
Zinsser Chapter 12
Read *The Glass Castle* pp. 150-198

Writing

Essay #4—I Search introduction to be graded, examples on

pages 68, 69 in course pack

Journal Zinsser as Q & A (8 to 10 exchanges)
Open Book Quiz on MLA style
Glass Castle notes on page 67 in course pack

Oct. 26

Reading

Individual
Conferences

Zinsser Chapters 21 and 22
The Glass Castle pages 199-245

Writing

Essay #4 – Bring typed rough draft of body to conference

Ch. 21 journal as a poem; Ch. 22, your choice
Glass Castle notes

Nov. 2

Writing

98

Essay #4 – I Search paper due; grading criteria on page

Practice Essay Exam in class

Nov. 9

Reading

Library

Zinsser Chapter 23, 6 & 7
Review Handbook pages 130-139; 140-155; 171-179
Finish reading *The Glass Castle*

Writing

Journal Ch. 23 your choice; Ch. 6 & 7 Standard Journal

Glass Castle notes page 106 in course pack

Begin annotated bibliography for Essay #5 – Literacy

Essay

Assignment on page 105 in course pack

Nov. 16

Reading

Zinsser Chapter 24

Writing

Complete annotated bibliography

**Essay #5 -- Thesis; write preliminary rough draft
page 116 in course pack**

Your choice for Chapter 24 journal

Nov. 23

No Class Thanksgiving Break

Nov. 30

Writing

**Conferences on Essay #5 --Literacy essay
Bring typed rough draft**

Dec. 7

Final exam in class

Essay #5 – Literacy essay due; scoring rubric on p.

126

Dec. 14

Return papers, final grades

***Note: This is a tentative class agenda with tentative deadline dates.
Assignment dates will be revised as needed.***

Revised 7/20/11