

English 111A

Writing Methods/College Composition I

Instructor: Mrs. Bethany Eicher
Email: bethanyeicher@delta.edu

Office: Faculty workspace & mailboxes are at the front of the building

Office Hours: I will meet with students after class as needed

Messages: (989) 752-7500

Classroom: Room 2 (Tuesdays & Thursdays 8:15 - 9:45 in Room 8)

All students are encouraged to stay for office hours at least once during the semester. You may check in after missing a class, prepare ahead for a class you will miss, ask questions, get feedback about your writing, or just check in on your progress.

If the scheduled office hours don't work for you, send me an email to schedule a different time. I enjoy meeting with students, & will try to find a time that works for both of us.

Required Materials

1. *The Norton Field Guide to Writing* by Richard Bullock (2nd edition) OR daily access to <http://www.wwnorton.com/college/english/write/fieldguide> (all required readings are online -- additional recommended selections are in the textbook only)
2. Access to <http://www.wwnorton.com/college/english/write/fieldguide/handbook.asp> on a regular basis (at least once a week)
3. Two-pocket folder for submitting essays
4. Funds for photocopying &/or printing if you'll need to use public machines

English 111A Objectives & Outcomes

- Write a formal college composition for a specific audience & purpose: Use writing processes to generate & organize ideas, including where appropriate, revision; include a clear articulate of the important ideas; select, organize, & present details to support a main idea; demonstrate the ability to move between generalization & detail; write effective introductions & conclusions; employ the appropriate writing conventions.
- Use writing tasks that involve both reading & writing: Demonstrate the ability to derive meaning from a piece of writing; demonstrate the ability to distinguish between the meaning one makes of a text & the author's intended meaning; paraphrase & summarize accurately; develop critical thinking skills; understand the relationship between language, knowledge, & power.
- Assess Progress: Assess the progress revealed in a body of work.

Policies & Expectations

Attendance

If you have more than 4 absences before June 19, you may be dropped from the class. After June 19, your final grade will be dropped a full letter grade for each additional absence. No absences are excused; it's not my job to judge the choices you must make.

Due dates aren't extended when you're absent; make sure you arrange to have someone turn in your work. Work completed in class can't be made up.

If you must miss class, check the class calendar, contact a classmate, &/or email me so you can be ready for the next class.

Leaving early or being late to class 3 times counts as an absence. Arriving or leaving at the break counts as a double tardy.

College-sponsored activities & religious holidays do not count against you; however, you must tell me ahead of time when & why you will miss class, & arrange to turn in your work early.

If you have long-term problems that will affect your attendance or timeliness, let me know as soon as possible so we can talk about your needs & my expectations.

If classes are canceled, I'll email you instructions/assignments for the next class. You're responsible for checking email to find out what to prepare.

Classroom behavior

1. Show up for class. Be on time.
2. When we're working on an essay, bring your most current draft to each class.
3. Silence cell phones, pagers, & music players before class. Show respect to others by not sending text messages or taking non-emergency phone calls during class.
4. Respect your classmates by listening when they speak, taking their ideas & writing seriously, & thoughtfully discussing (not attacking) ideas you don't agree with.
5. Participate. This class isn't about what you already know – it's about what you can discover & learn. We often learn as much from a thoughtful guess as from a textbook answer.
6. Ask for help. If you're confused or don't understand something, speak up. You may ask relevant questions during class, or meet with me outside of class for more personal concerns.
7. Complete work with integrity. Passing off someone else's work as your own (plagiarism) is a serious academic offense, whether done on purpose or accidentally. Academic dishonesty &/or plagiarism may result in a zero for the assignment or an E in the course.

Email

1. Please include your full name & English 111a in all emails.
2. All emails should have a short, descriptive subject line.
3. Use your best spelling, grammar, & punctuation to help avoid misunderstandings.
4. I will check & respond to email at least once a day. I usually do not check email in the evenings, so messages sent later in the day may not be answered until the next morning. I may check email less often on weekends.
5. When you send an email, be sure to check for a response.

Turning in work

1. Work is collected during class on the due date. If you can't be in class, you may send a friend or family member to the classroom to turn in your work or to leave your work in my mailbox before or during class.
2. If you know you'll miss class, you may turn in work early.
3. You may *not* email or fax your homework, drafts, or essays.
4. All work should have your name, my name, the course number, the name of the assignment, & the date in the upper left-hand corner. For example:

Jane Doe
Mrs. Eicher
Eng111A
Reading & Responding, draft 1
5/15/09

5. Work completed in class should be written clearly in dark pencil or black/blue ink. All other work should be typed in 12-point, Times New Roman font, double-spaced, & printed in black ink. All drafts of essays should be typed.
6. Illegible work, or work that does not meet the assignment requirements for topic, style, &/or length will be returned without a grade.
7. Final drafts turned in after they've been collected will be marked down one grade for each day they are late (an A becomes a B, then a C, & so forth). Essays turned in after class on the due date will be counted as one day late. Essays that are more than 4 days late will not be accepted. These are calendar days – not class days or business days.
8. Assignments other than essays won't be accepted late.

Where to Get Help

Teaching & Learning Center (T/LC)

The T/LC, located in the Delta College library, has tutors to help you with writing, proofreading, revision, or reading assignments. Help is given on a walk-in basis. All students in this class are welcome to use the T/LC as a resource to help you succeed. Please note that during the spring semester, the Delta library & T/LC will be closed Friday -- Sunday.

Disability Services

If you have, or think you may have, learning or other disabilities, please contact Delta's disability services office at (989) 686-9330. The staff can help you get any necessary documentation & accommodations, & will help make sure your instructors know how to best assist you in learning. All requests for accommodations must come through the office of disability services.

Grading & Assignments

Grading Scale

A	94 - 100%	B-	80 - 82%	D+	67 - 69%
A-	90 - 93%	C+	77 - 79%	D	63 - 66%
B+	87 - 89%	C	73 - 76%	D-	60 - 62%
B	83 - 86%	C-	70 - 72%	E	0 - 59%

Major Assignments

Participation & Preparation (90 points)

Online Writing Exercises (150 points)

Peer Review (160 points)

Literacy Narrative (150 points)

Reading & Responding Essay (150 points)

"Made in..." Report (150 points)

Portfolio (150 points)

Total = 1000 points