

ENGL 080*03: Writing Skills
Writing about SVSU
Fall 2015 – Tu/Th 1:00-2:20 pm
Tu: SE 223 / Th: SE 206

Professor: Dr. Kim Lacey (please, call me Kim!)
In-person office hours: M/W 12-2 pm
and by appointment
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Course hashtag: #080F15

Course Texts:

Kate Mangelsdorf and Evelyn Posey, *Choices: A Writer's Guide with Readings* (ISBN: 978-0312611408)
Ann Raimes, *Keys for Writers* (ISBN: 978-1111841751)

Grading and Assignments

Grading: Credits earned in remedial courses (000 level) will not apply toward the credits required for graduation. However, they will count toward determining "full load" for students receiving financial aid. See note under Basic Skills."

Assignments:

Activities (see note below): 180 points (3 points each)
Essays (descriptions on Canvas): 250 points (50 points each)
Professional in-class work ethic (see note below): 40 points
Total Points Possible: 470

↑95%: A	470-447 points
↑90%: A-	446-423 points
↑87%: B+	422-409 points
↑83%: B	408-390 points
↑80%: B-	389-376 points
↑77%: C+	375-362 points
↑73%: C	361-343 points
↑60%: D	342-282 points

A note about professional in-class work ethic: Full credit requires that you show thorough preparation and focused participation in all required activities and arrive to class prepared with your work completed. Although I do not take attendance in this course, you are *required* to arrive on time. If you arrive more than 15 minutes late, you will be asked to leave the class for the day. If you cannot respect your classmates and me by showing up on time, then you are not welcome to participate in that day's activities.

A note about activities: All group and writing activities will be graded on a 3 point scale: Good (3), Satisfactory (2), Incomplete (1), No Work (0).

Course Policies: The decision to take this course is yours, but once you make that decision, you have responsibilities to everyone else in this community of learners. It is your responsibility to abide by the following course policies in order to contribute to our classroom's productivity.

Attendance: It is in your best interest to attend class regularly. Attendance means much more than simply showing up to class. Attendance in ENGL 080 means being present in class through active participation, sharing insightful ideas, completing homework, and willingness to ask questions. Please find a classmate and exchange e-mail addresses. In case you miss class, it is your responsibility to contact a classmate to find out what you missed. My office hours will not be used as a "make-up" class period.

E-mail: Check your e-mail daily. It's the university's official mode of communication, and there is no excuse why you shouldn't check it often. You need to have internet access for this course. Our campus is wireless and many other locations off campus also have free Wi-Fi, so be sure to take advantage. If you are having difficulty connecting, make sure you call my office (989-964-2016). Not having access is not an excuse.

Grade Postings: All grades will be posted on Canvas.

Technology Policy: I encourage you to use whatever note taking system you prefer. If, however, you choose to use a personal computing device, you are asked that it be used for class work and not for homework for your other classes. Phones must be turned to silent during class time. If you are expecting an important phone call during class, please sit near the door so you can leave the room without disrupting others. I understand the need to feel connected, so cell phones are not banned in our class. However, you are required to be an active member of our learning community. If you feel that you can multi-task effectively and participate in class discussions, then feel free to do so. Just be aware that I will call on people at random if the discussion is dead. If you are not prepared to participate because you are distracted, this may affect your final professionalism grade.

Late Work: Late work is unacceptable. Please ensure that your work is submitted on time. The deadlines are clearly marked on all assignments and on the syllabus. If you know a due date conflicts with something outside of class, plan ahead and submit your assignment early. I will send a confirmation e-mail by 8 am the next morning. If you do not receive a confirmation e-mail, I did not receive your paper.

Special note about in-class work: Because a lot of our writing will take place in class, you are expected to participate. I will only allow you to make up work for extenuating circumstances and only if you provide sufficient documentation by the next class meeting.

Disability and Non-Discrimination Clause: Students with disabilities which may restrict their full participation in course activities are encouraged to meet with the instructor or contact the SVSU Office of Disability Services, Curtis Hall, Room C-112, Phone: 989-964-4168. SVSU does not discriminate based on race, religion, color, gender, sexual orientation, national origin, age, physical impairment, disability, or veteran status in the provision of education, employment, and other services.

Academic Integrity Policy: According to the *SVSU Student Handbook*, "Academic integrity is undermined whenever one is dishonest in the pursuit of knowledge. Dishonesty takes many forms, including cheating, plagiarism, and other activities for undermining the educational process.

Forms of plagiarism include directly transcribing (copying) without quotation and attribution, summarizing without attribution, paraphrasing or patchwork paraphrasing without attribution, patching electronic materials (including pictures, graphs, and/or charts) without attribution. In ENGL 080 deliberate plagiarism or cheating in any form will result in the grade of zero (0) for the entire assignment and will be reported to the Academic Conduct Board for further sanctions.

Writing Center Information: One of the many advantages of this University is the Writing Center. You are strongly encouraged to meet with a tutor to discuss your writing. Sessions at the Writing Center are available on a first come, first serve basis. Please stop by the Writing Center anytime you need additional help.

Writing Center Hours: M-R 9am-7pm; F 10am-2pm

Location: Zahnow 308 (3rd floor of the library)

Phone: 989-964-6061

Website: www.svsu.edu/writingcenter

To provide you additional help with developing your writing skills, an ENGL 080 tutor from the Writing Center will be a part of this course. This tutor will attend class one day a week, and help with writing workshops and other class activities.

In addition to working with the ENGL 080 tutor in the classroom, you will be required to schedule two appointments with a Writing Center tutor during the semester: one before October 18 and one before December 5. You will sign up for your first Writing Center tutorial session during the Writing Center Presentation on Tuesday, September 9.

To provide you additional help with developing your writing skills, an English 080 tutor from the Writing Center will be a part of this course. This tutor will attend class one day a week, and help with writing workshop, peer review, and other class activities. Your tutor's name is Alantae Christian and they will be in our classroom on TBD (day) beginning the fourth week of the class.

In addition to working with the English 080 tutor in the classroom, you will be required * to schedule **two appointments** with a Writing Center tutor during the semester: **one before October 16**, and **one before December 4**. You sign up using the “Schedule Tutoring” button on your VSpace homepage OR by visiting svsu/mywconline.com. You will sign up for your first WC tutorial session during the Writing Center Presentation in a few weeks.

The Writing Center English 080 tutors are available by appointment on Tuesdays, Wednesdays, and Thursdays from 4–6 pm. Your tutor, Alantae Christian, is in the Writing Center on Tuesdays, 4–6 pm. Since the English 080 tutors are trained to work with English 080 students, you are encouraged to schedule an appointment with these tutors.

However, if you are unable to meet with an English 080 tutor during these days/times, you may work with any Writing Center tutor without an appointment by visiting the Writing Center on Mondays through Thursdays from 9 am – 7 pm, and Fridays from 10 am – 2 pm.”

Course Calendar

A note about due dates: Major assignment dues dates are noted in the calendar, but smaller assignments (such as in-class work and homework) are not. These assignments will be handled in class so make it a priority to come to class each time we meet.

Bring your textbooks, *Choices* and *Keys for Writers*, to class with you every day.

All reading must be completed before class.

This schedule might change. If it does, I will notify you in class and/or via email.

Date	Reading Due	In-class activities, etc.	Major Assignment Due
Part One: The Writing Process			
Introducing Yourself as a Writer			
Tu, 9/1		Intro to class Writing diagnostic	Writing diagnostic
Th, 9/3	Syllabus	Introductions Reviewing our textbooks: Bring both to class Reviewing the semester Reviewing Canvas Reviewing Part 1	
Tu, 9/8		No Class: University Closed	
Th, 9/10	Choices: 3-20 (Stop at “Step 3”)	Group Activity: 1, 2, 3	

Tu, 9/15		Library Visit—meet in Z-303	
Th, 9/17	Choices: 20-32	Group Activity: 4	<i>Due on Canvas by 11:59 pm: Essay 1: Introducing Yourself as a Writer</i>
Part Two: Crafting Paragraphs Writing about Images of SVSU			
Tu, 9/22		Reviewing Part 2 Taking pics of campus (#080F15) Exploring pics of campus Group activity 2	
Th, 9/24	Choices: 35-44	Working on unity and sentence strength Group activities 1, 3, 4	
Tu, 9/29	Choices: 45-55	Group activities 5, 6	
Th, 10/1		Reflecting on your writing In-class peer review	<i>Due on Canvas by 11:59 pm: Essay 2: Writing about images of SVSU</i>
Part Three: The Patterns of Development Vanguard Assignment			
Tu, 10/6	Choices: 57-62 (Stop at “Examples”) **Please read and bring Monday’s issue of the <i>Valley Vanguard</i> to class	Review Part 3 Writing activity 1 Group activity 1	
Th, 10/8	Choices: 62-70	Writing activities 2, 3, 4, 5 Group activities 2, 3, 4 eBay and Craigslist: Descriptions	
Tu, 10/13	Choices: 70-77	Group activity 5	
Th, 10/15		Mid-semester assessment (in-class writing)	<i>Due on Canvas by 11:59 pm: Essay 3: Vanguard Assignment</i>
Part Four: Explaining: Cultural Symbols and Traditions SVSU Traditions			
Tu, 10/20	Choices: 115-126	Review Part 4 Writing activities 1, 2	

Group activities 2, 3, 4		
<p><i>Wednesday, October 21</i> <i>Special Campus-Wide Event: National Day on Writing (Eligible for "Traditions" paper!)</i> 4:00 pm: Alumni Author Speaker Panel (Rhea Miller Recital Hall) 5-5:30 pm: Alumni Author book signing (Groening Commons) 9:00-midnight: Open Mic Night--win cash prizes! (TSAR)</p>		
Th, 10/22		Forever Red Roundtable
Tu, 10/27	Choices: 127-135	Story details worksheet (pg. 131) Writing activities 4, 5, 6 Homework: writing activities 7, 8
Th, 10/29	Choices: 136-142	Writing activities 9, 10, 11 Group activity 6
Tu, 11/3	Choices: 143-155	Improve the flow of ideas Group activities 7, 8, 9
Th, 11/5		<p>**Bring full draft of current paper to class!** Peer review with worksheet</p> <p><i>Due on Canvas by 11:59 pm: Essay 4: SVSU Traditions</i></p>
Part Five: Analyzing: Occupations, Workplace Communication, and Job-Related Problems Writing about Majors and Career Prospects		
Tu, 11/10	Choices: 157-167	Review Part 5 Writing activities 1, 2 Group activities 1, 2, 3, 4
Th, 11/12	Choices 168-173 (stop at "Step 2")	Writing activities 4, 5, 6 Group activity 5
Tu, 11/17	Choices 173-175 (stop at "Step 3")	Writing activities 7, 8
Th, 11/19	Choices: 175-182 (stop at "How To")	Writing activities 9, 10 Group activities 6, 7
Tu, 11/24	Choices: 182-186 (stop at "Step 4")	Writing activity 11 Group activity 9
Th, 11/26		No Class: University Closed
Tu, 12/1		Writing activity 12 Group activity 10
Th, 12/3	Choices: 186-192	Writing activity 13, 14

Tu, 12/8	[Possible Career Services visit. Date might change.]
Th, 12/10 (last day of class)	Reflecting on your writing (pg. 193)
Tu, 12/15	<i>Due on Canvas by 11:59 pm: Essay 5: Writing about Majors and Career Options</i>

