**English 99**

**Developmental Writing**

**Summer 2014**

**Instructor: Judith (Judie) Levy**

**Office: LH 522**

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**Class room/time: H 409; T/W/Th 10:40 AM – 1:05 PM**

**Office hours: 1:15-2:15 pm T/W/Th**

**Course Description:**

English 99 is an intensive course in basic writing skills that is designed to prepare you for success in college writing in English 101 and throughout your college experience. This course will require you to read and think critically, develop ideas for writing, offer constructive feedback, engage in drafting and revising of essays, and participate in class activities and discussion. By the end of this course, you should be able to develop and present a clearly written message in English, express and advocate ideas clearly and effectively, support arguments with relevant and adequate evidence, express awareness for style in writing, critique the writing of others, and engage in learning through writing.

**Required Text and Materials:**

* Axelrod, Rise and Charles R. Cooper. *Concise Guide to Writing*. NY: Bedford

St. Martin’s. 2012, 6th edition.

**Text is available at: Little Professor Book Center, 725 N. Placentia Ave., Fullerton, Ca. (714) 996-3133**

* Four blue-books (three for in-class essays and one for journal writing) for the writing and revising of In-Class Essays
* One light-colored, paper folder for your portfolio

**Grading and Portfolios**

You will not receive a traditional grade in this course. Instead, you will turn in an anonymous portfolio at the end of the semester that will be reviewed by two English instructors (not by me) who will give the portfolio a score of “pass” or “no pass”. The portfolio will consist of two (out of three) of your formal out-of-class essays and one (out of two) of your in-class essays.

The portfolio must receive two passing scores in order to continue on to English 101. If your portfolio receives a split score, I will decide if you continue to English 101. This will be based on your portfolio, a noticeable improvement in your writing, and your completion of additional assignments within the course. Therefore, split score portfolios will only receive a passing grade if the student has exhibited hard work, suggesting that he or she will be capable of success in English 101.

You will receive one of the following scores in the course:

**Credit (CR):** This suggests that you have successfully passed the course by completing all assignments, receiving above a 72% of the points for the course, completing three Writing Center visits, having less than one absence, and receiving a passing grade on the portfolio.

**Respectable Progress (RP):** This suggests that you have completed enough coursework and fulfilled the requirements to turn in a portfolio; however, the portfolio has not received a passing grade. This means that it is apparent that you need more time to develop your writing skills, and therefore are required to take English 99 again (students are only allowed to take this course twice).

**No-Credit (NC):** This grade is earned when you do not complete enough coursework or/and do not fulfil the requirements to submit a portfolio. Preventing yourself from receiving this score is simple as long as you stay on top of your assignments, attendance, and Writing Center visits.

**In order to submit a portfolio, students are required to:**

* Complete and turn in all major essays on time
* Attend a minimum of three Writing Center visits
* Have no more than one absence
* Be present for all peer review workshops
* Participate in class activities and discussions
* Receive at least 72% of the possible points for the course

**Point Break-Down:**

60 points (20 points each) Three Out-of-Class Essays

20 points Journals

10 points Completion of drafts, exploratory writing, revising, and other assignments

10 points Participation

100 points total

**Class Attendance:**

This course relies heavily on attendance not only because of the compressed time allotted in this course, but also because the materials and activities completed in the classroom cannot be replicated or made-up. As a result, **you are allowed only one absence without penalty**. Any additional absence will prevent you from being qualified to submit a portfolio. In addition, coming to class on time is crucial; **being late 3 times will result in one absence.**

**Peer Review:**

Throughout this class, you will provide valuable feedback to your classmates in order to help each other revise your essays. Peer review is utilized as a tool to help students become better readers and writers, so the more feedback you give to each other, the more your writing skills will improve. Therefore, **any essays that do not undergo peer review will not be qualified to submit in your final portfolio**. Because students will be sharing their writing with one another, it is important that you choose to write on material that you are comfortable with sharing and that you be respectful when giving feedback to others.

**Journals:**

One of the best ways to improve your writing is to practice often. Therefore, we will be writing journals in class almost every day. Each journal will have a unique topic that will be a reflection of the readings we’ve done for class, a consideration of your own writing, or an analysis of your own experiences to help you brainstorm for your essays. Each journal entry will receive credit or no credit, based on effort, completion, and an ability to exhibit knowledge of the readings which have been assigned. I will also utilize journals as a way to give you more feedback on your writing. Journals will be conducted daily and collected spontaneously, so it is important that you bring them to class every day.

**Late Work:**

Late assignments **will not be accepted**, and therefore will not be qualified to submit for your portfolio. Even if you miss a class, assignments are still due the same day at the beginning of class. If you know that you will be absent, then you must make arrangements with your instructor before an assignment is due.

**Writing Center:**

In order to **qualify to submit a portfolio, you must have three Writing Center visits** completed (at least once for each out-of-class essay). Despite this requirement, you are able to go as frequently as you want (they allow one appointment per week, and one walk-in per day), so feel free to get extra assistance if you enjoy going to the Writing Center. The Writing Center is an incredible resource, where fellow students give helpful feedback on your writing process. They can help you through any part of the writing process, so you may visit the Writing Center at any stage of an essay (even if you just want to talk about your topic and see if it makes sense). Please take note that the Writing Center tutors will not simply “proofread” your papers; they are there to help you through the writing process, which means that you will be doing the work, they will just be giving you feedback and helpful advice along the way.

 Website: www.fullerton.mywconline.com

 Phone: (657) 278-3650

 Location: 1st floor of the Pollak Library (on the north side, just after the computers)

**Participation and Class Conduct:**

This class relies heavily on class discussion and group work, so participation will be counted as a large portion of your points for the class. You will be expected to come prepared, ready to discuss your writing and the assigned readings. Because I understand that some people are less inclined to speak during class discussion, I will also take other in-class work (such as group work) into consideration when calculating your participation. I expect everyone to give his or her best effort when it comes to discussion and also remain respectful of others who are contributing to discussion.

**TITANium and Email:**

Student access to the Internet and the course web site is required. The best way to communicate with me is via e-mail. Most of the documents handed out during this course will also be up on TITANium, so it will serve as a helpful resource in the event of losing any necessary materials.

**Special Needs:**

During the first week of classes, please bring documentation if you have a disability or require any special accommodations related to attending class sessions, completing writing assignments, or taking examinations. I am happy to provide any necessary accommodations on the condition that you have your disability documented with the Office of Disabled Student Services (UH 101).

Students in need of disability services should visit the DSS webpage (<http://www.fullerton.edu/disabledservices/new_handbook/sec5/guidelines_students.htm#who> ) or call DSS at 657-278-3117 or TDD: 657-278-2786.

**Academic Integrity and Plagiarism:**

Academic communities can only be successful through the means of critical thinking and honesty. Plagiarism violates this academic integrity, and it will not be tolerated. Do not submit the work of others, turn in work that you have already turned in for another class, or neglect to acknowledge any sources you use in essays or other assignments. Engaging in plagiarism can result in you receiving an “F” on the assignment, an “NC” in the entire course, and can potentially result in dismissal from the university. Please go to <http://www.fullerton.edu/deanofstudents/judicial/pdfs/Guide%20to%20Avoiding%20Plagarism.pdf> for more information about how to avoid plagiarism.

**Tentative Course Outline**

***Week 1***

**Tuesday July 1**

* Introductions
* Writing as a Process
* Assign Essay 1

**Wednesday July 2**

**Due: Read CG Chapter 2 (pg. 14-54)**

**Draft Thesis for Essay 1**

* Narrative Structure
* Central Purpose
* Using Quotations

**Thursday July 3**

**Due: Read CG Chapter 8 (pg. 316-28)**

**Rough Draft of Essay 1 (2 copies)**

* Structure and Organization
* Editing and Proofreading
* Peer Review

***Week 2***

**Tuesday July 8**

**Due: Bring Bluebook**

* Write In-Class Essay

**Wednesday July 9**

 **Due: Final Draft of Essay 1 (with all parts of the writing process)**

 **1st Writing Center Visit**

* Assign Essay 2
* Introduction to Argumentation
* Defining Topic and Concepts

**Thursday July 10**

 **Due: Read CG Chapter 5 (158-205)**

* Paragraph Structure
* Detail and Analysis
* Introductions and Conclusions

***Week 3***

**Tuesday July 15**

 **Due: Read CG Chapter 13 (pg. 404-16)**

 **Outline for Essay 2 (1 page minimum)**

* Counterarguments
* Ethos/Pathos/Logos

**Wednesday July 16**

**Due: Rough Draft of Essay 2 (2 copies)**

* Peer Review
* Conferencing for Essay 2
* Reflection on In-Class Essay 1

**Thursday July 17**

**Due: Essay 2 Final Draft (with all parts of the writing process)**

 **2nd Writing Center Visit**

* Justifying an Evaluation
* Setting Up Criteria

***Week 4***

**Tuesday July 22**

**Due: Read CG Chapter 7 (pg. 260-315)**

 **Come prepared to discuss your movie of choice (watch or re-watch it).**

* Considering Audience
* Style and Tone

**Wednesday July 23**

**Due: Rough Draft of Essay 3 (two copies)**

* Peer review
* Conferencing for Essay 3

**Thursday July 24**

 **Due: Bring Bluebook**

* Write In-Class Essay

**Week 5**

**Tuesday July 29**

 **Due: Final Draft of Essay 3 (with all parts of the writing process)**

* Audience
* Style and Tone

**Wednesday July 30**

 **Due: Read CG Chapter 10 (pg. 353-67)**

* Cueing the Reader
* Lower-Order Proofreading Concerns

**Thursday July 31**

 **Due: Bring the two out-of-class essays you’ve chosen for your portfolio.**

* Reverse Outlining and Other Revision Tactics
* Reflections on In-Class Essay 2

***Week 6***

**Tuesday August 5**

 **Due: Rough Draft Portfolios**

* Peer Review of Portfolios
* Conferencing on Portfolios

**Wednesday August 6**

 **Due: Final Portfolio**

 **3rd Writing Center Visit (Before class begins)**

* Re-write In-Class Essay
* Collect Portfolios
* Course Reflections

**Thursday August 7**

* Pick Up Graded Portfolios
* Enjoy the rest of your summer!