

ENG 165.41: COMPOSITION II
THOM 325 TUTH 9:30-10:50 3 Sem. Hrs
SYLLABUS

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Office Hours: Weds. 10:00 a.m. – 12:00 p.m.; Tues. and Thurs. 8:15 a.m. – 9:00 a.m.

Course Description

ENG 165, Composition II, continues the study of skills and methods used in writing university-level essays, with an emphasis on researched argument and persuasion. This course emphasizes the development and support of effective argumentation, including researching and using support from various sources. It also includes an oral report component. ENG 165 is the second half of SHSU's two-semester freshman composition sequence.

Prerequisite

Completion of ENG 164 with a grade of D or higher.

Course Objectives

Through a sequence of writing, reading, and workshop assignments, you'll:

- ▶ strengthen your composing process,
- ▶ strengthen your argumentative skills,
- ▶ strengthen your analytical reading and critical thinking skills,
- ▶ strengthen your ability to conduct research,
- ▶ strengthen your oral presentation skills, and
- ▶ use collaborative learning in various contexts.

Texts

Required: Ronald F. Lunsford and Bill Bridges, *The Longwood Guide to Writing*, 3rd edition.

Recommended: a good collegiate dictionary (e.g., one of the Webster's series or *The American Heritage Dictionary of the English Language*), a handbook of grammar, mechanics, and usage (e.g., the *Harbrace*)

Materials

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| a 2"-3" 3-ring binder | notebook dividers |
| loose-leaf notebook paper | computer diskette or flash drive |
| regular-sized manila folder (for submitting formal essays) | a large (10" X 13") envelope |

Requirements

1. Prepare for, attend, and participate in class activities. Excessive absences may adversely affect your grade (see Absence Policy statement below).
2. Keep a Writer's Notebook.

3. Read and respond in writing to assigned readings. These responses will form one section of your Writer's Notebook.
4. Write five essays, including a 6-10 pp. term paper. (All essays must be submitted in order to receive a passing grade.)
5. Give an oral report.
6. Participate constructively in class activities, but especially in peer review group sessions.
7. Take a final exam.

Essay Grades

Each essay will be graded on an "A" through "F" basis. For the first two essays, an additional assessment of "R" (**R**evise) may be used by your instructor. You may revise the first essay once for an improved grade, following a conference with your instructor on each essay. If you receive an "R," then you must revise it for a grade in order to be eligible to pass the course. This revision must be completed within two weeks of the time the original is returned to you.

Course Assessment

ENG 165W is a "Writing Enhanced" course, so that at least 50 percent of the semester's grade must be based on writing. In this course, 80 percent of your grade will derive from writing. Here's a breakdown on grades:

Assigned Essays	50%
Oral Report	20%
Writer's Notebook	10%
Final Exam	10%
Participation	10%

Incomplete (X) Grade

At times, due to extenuating circumstances beyond your control, you may not be able to finish the course, and you may request a grade of X (incomplete). Students who request an X grade for ENG 165 must provide adequate documentation of the reason for their not being able to complete the course, and they must have satisfactorily completed at least 50 percent of the course's assignments in order to be eligible for a grade of X. If an instructor feels an X to be warranted, the instructor will recommend this grade to the Department Chair who then will decide whether the X should be entered as the semester's grade. If an X is approved, the student has one semester to complete the remaining work; if the student does not complete the work in that time period, the X grade automatically converts to an F.

Plagiarism and Academic Misconduct

It is academically dishonest, and often illegal, to present someone else's ideas of writing as your own. You cannot use even short phrases or parts of sentences obtained from other sources unless you properly document those sources. Documentation includes marking quotations as well as providing notes, citations, and a reference list. If you receive assistance from a source other than your instructor, your colleagues in the class, or The Writing Center, then you must acknowledge that assistance. Identify the source and the nature of the assistance in an acknowledgments note at the end of the assignment. Failure to acknowledge constitutes academic misconduct. In addition, it is academically dishonest to submit your own previously written work for a current assignment or to submit an assignment in more than one class without the prior permission of the instructors.

You will be held responsible for furnishing upon request all the sources and preliminary work (notes, rough

drafts, etc.) that you used to prepare written assignments. If you cannot produce those materials upon request, the assignment will be considered incomplete and so will not fulfill the requirements. You will be given the opportunity to redo the assignment on a different topic, one you negotiate with your instructor.

You are responsible for protecting your own work. It is your responsibility to ensure that other students do not copy your work or submit it as their own. Allowing your work to be used in this manner constitutes academic misconduct.

Plagiarism and academic misconduct of any kind may constitute grounds for failing this course and may result in further disciplinary action according to university policy. Consult the *SHSU Student Handbook* regarding your responsibilities and rights concerning plagiarism and academic dishonesty. (In addition, writing textbooks often contain useful discussion of plagiarism.)

Your instructor may require that you submit all of your essays to a plagiarism detecting service such as turnitin.com. Your enrolling in the course and electing to stay in that section constitutes your agreeing to submit your work as your instructor requires.

Attendance Policy

You are responsible for your success in this class, so regular attendance is important. After your third absence, your grade may be adversely affected by additional absences. For each absence over five, you may be assessed a five-point deduction from your end-of-semester grade.

Student Absences on Religious Holy Days Policy

Section 51.911(b) of the Texas Education Code requires that an institution of higher education excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence. University policy 861001 provides the procedures to be followed by the student and instructor.

Americans With Disabilities Act

SHSU adheres to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations for students with disabilities. If you have a disability that may affect adversely your work in this class, then I encourage you to register with the SHSU Counseling Center and to talk with me about how I can best help you. All disclosures of disabilities will be kept strictly confidential. NOTE: no accommodation can be made until you register with the Counseling Center. Please contact the Chair of the Committee for Continuing Assistance for Disabled Students and Director of the Counseling Center, Lee Drain Annex, or by calling (936) 294-1720.

The Writing Center

The Writing Center is located in 111 Farrington; its phone number is 4-3680. It is open Monday through Thursday from 8:00 a.m.-7:00 p.m. on Friday from 8:00 a.m.-3:00 p.m. and on Sunday from 2:00 p.m.-7:00 p.m. The Writing Center is a place you can go for help with your writing in all your classes, including developing ideas and then structuring them in a paper. You may also visit the Writing Center online: www.shsu.edu/~wctr. There is no additional charge for using the Writing Center, and we encourage you to do so.

Online Guide to Grammar and Writing

This website contains loads of information on writing and grammar, from definitions to interactive quizzes. Some concepts are beyond what we will be covering in this course; however, the presentation of basic concepts is very valuable. <http://grammar.ccc.commnet.edu/grammar>

Classroom Conduct

Learn to schedule your time and appointments around your courses, allowing time to get to school, find parking, and make it to class on time.

Please arrive to class on time. Late arrivals are disruptive for the entire class. You are late when I begin announcements or lecturing. If you are late, take the first seat you can without disturbing the class, write your name and the time you arrived on a slip of paper and bring it to me after class has been dismissed. You will be counted absent if you do not do this.

Please do not begin getting ready to leave before I have dismissed the class for the day. It is not only disrespectful to me but to your classmates.

Please do not leave class early without clearing it with me in advance.

You are expected to participate in classroom discussions, as it constitutes a portion of your course grade. Do not sleep in my class. If you are tired, do not attend class. It will not benefit you or your classmates if you sleep through the class; therefore, you will be asked to leave if you cannot stay awake during class.

Inappropriate behavior, discussion of inappropriate subjects, offensive language, and other disruptive speech or behavior will not be tolerated. You are in a college classroom, and it is expected that you behave and speak in a manner befitting the situation. Repeated offensive speech or behavior may result in the student being asked to leave the classroom.

You are expected to show respect for anyone who is speaking, including the instructor and fellow students. Pay attention to what is being said or asked because the discussion or answer may be relevant to you.

If you miss a class, please see me after class when you return, not during class, to discuss what you missed. This may require staying later than the allotted class time. Do not e-mail me to find out what you missed. The class schedule is clear about homework and due dates. Because of the advance notice, all homework assignments and essays are due on the day scheduled, regardless of your absence. Make arrangements to get your assignments to me before or on the date they are due. All make-up classroom work, including exams and quizzes, is due by the following class period after you return. If consecutive days are missed, we will discuss how and when missed assignments and exams will be completed. However, I urge you to get your work done ahead of time so that you do not run into problems of this sort.

An absence on a day an essay is due does not exempt you from late penalties. As you receive the assignment well in advance, you should be able to complete it and get it turned in before you must be absent, or you can send it with a classmate.

If you are having trouble attending class, completing assignments, or managing your time, or if you are experiencing any other academic problem, please make an appointment with me. I want you to succeed in this and all of your courses.

Electronic equipment, recorders, cell phones, laptops

Please turn off any cell phones, mp3 players, or any other unnecessary device before entering the classroom. If your phone rings during class, simply turn it off. Do not answer the call in class or leave the classroom to answer it; if you leave the class to answer the phone take your things with you and do not return to class for the day; you will be counted absent for the day. Do not text message in my class.

Recording equipment is to be used only by those who have special requirements documented by the Counseling Center or discussed with me prior to class.

If you are using a laptop to take notes, you must sit near me so that I can monitor what you are doing. There is no reason for a student to be connected to the Internet while in class. If a student is caught using the Internet in class, he or she will not be allowed to continue using the laptop in class.

The Syllabus Defined

A syllabus is a living entity that grows from the first of the semester till the last and comprises every assignment and handout that you receive. Keep your syllabus in a separate section of your Writer's Notebook so that you'll have everything together in one place.