

Writing 0990 College Preparatory Writing – Fall 2015 Syllabus
English Department, Salt Lake Community College
Mon, Wed, Fri, 7am – 7:50am TB 426

Instructor: Gordon Dunne

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Office Hours: Tue & Thu 10:00am – 12:30pm

Welcome to Writing 0990, a college preparatory course designed to prepare you for success in English 1010 and other college-level courses in general by improving and developing your writing and critical thinking skills. This course is designed to help you achieve this by meeting the following objectives:

1. Understanding what is required in producing a paper that is college standard in terms of format and style, as well as content.
2. Being aware of and using composing processes such as drafting, revising, and editing.
3. Increasing awareness of different rhetorical forms of writing and how and when these should be used.
4. Confidently and accurately incorporating standardized citation and documentation.
5. Practicing and developing individual skills and overcoming obstacles that may impede the writing process; thus improving confidence and fluency of expression.
6. Engaging in the writing class and the community at large as a critical and conscientious thinker, exploring new and better ways of improving writing, especially through reading, expanding vocabulary, free writing, and interaction with others.
7. Recognizing the vital role of writing as an essential tool in communicating ideas and successfully advancing in your college and professional career.

Readings:

There is no textbook for this course. All readings will be provided, typically online through Canvas.

Prerequisites: Students enrolled in Writing 0990 must have met one of the following requirements: (1) An ATC score between 16 and 19 (2) A score between 58 and 80 from the Reading Comprehension section of Accuplacer (3) Successful completion of Writing 0900, i.e. with a grade of C or better.

Your final grade will be based on the following:

- 1. Attendance (10%)
- 2. Participation (10%)
- 3. Journal (20%)
- 4. Essays (60%)

Your grade will be based on the following scale:

A 94-100%	B+ 87-89	C+ 77-79	D+ 67-69	E 59 and below
A- 90-93	B 84-86	C 74-76	D 64-66	
	B- 80-83	C- 70-73	D- 60-63	

1. Attendance (10%): Demonstrate commitment to this course by regular attendance. Attendance is recorded every class session and missed classes will affect your grade negatively.

2. Participation (10%): You should not just turn up for class, but also actively participate in and be engaged with any class instruction and activity. I will assess your general participation throughout the semester, for example, by your willingness to participate in free writing exercises, discussions, readings, etc.

3. Journal (20%): I will ask you to keep a journal for the duration of the course. This journal is ***not*** primarily about your personal life per se. Instead it must be more about of your academic experience, i.e., your college life. In other words, I would like you to reflect on what it is you are learning in college – in your classes and outside the classroom, e.g., in any extracurricular activities, college clubs, societies, sports, etc. The journal will not be graded like an essay and I will not be looking for spelling or grammar mistakes. Rather, the journal is an opportunity to write consistently and without constraints. You will receive full credit for satisfactory completion: 5 points for each week. We will discuss this further in class and I will provide an example. You must turn in journal entries every week through Canvas.

4. Essays (60%): You will be asked to write five essays during the semester and these will be based on topics covered in class. Each essay will go through a drafting process which includes a Think Piece, Outline, Peer Review, Instructor Review, and Final Draft. For full credit you must participate in and complete each part of this process. I will explain how this works in class.

Policies and Procedures:

Free Writing: During class sessions there will be occasions to practice various writing skills. You will be given time to write certain responses or to answer questions. Sometimes you will be asked to share what you have written with the class or in groups. In these instances your writing will not be evaluated or assessed for correctness, but your participation will be noted and this will affect the participation portion of your grade. Free writing also serves the purpose of preparing you for your essay assignments.

Think Piece: this is your first exploratory draft where you start to formulate ideas about your essay topic and present them in writing. A Think Piece is like an extension of free writing and is a very rough draft. Indeed, this draft should be messy and you should not worry too much about spelling, punctuation, etc. However, you should try your best to present your ideas and indicate how you will progress to the next draft. You must submit this paper electronically through Canvas and you will receive 5 points for satisfactory completion.

Outline: Your next move in the writing process is to produce an outline. This is where your planning takes shape. The outline can change, of course, as you progress but it should serve as a useful organizational tool to prepare you for the next draft. We will practice outlines in class and I will provide an example. You must submit your outline electronically through Canvas and you will receive 5 points for satisfactory completion.

Peer Review Draft: You will now have received feedback from me on both your Think Piece and Outline and you are ready to produce your next draft, which you will share with some of your classmates. You should print out a hard copy to share in the classroom. This is an important part of the coursework and peer responses will help you improve your own writing and also provide an opportunity to communicate ideas with your classmates. You will receive 5 points for full participation in the peer review, i.e., coming to class with your printed essay and sharing and reading other essays.

Instructor Draft: After the peer review draft I will ask you to submit a revised draft to me electronically through Canvas and you will receive 5 points for satisfactory completion. I will take this opportunity to write some comments and make some suggestions for further improvement. We will also take time in class to discuss this feedback.

Final Draft: The final draft should represent the culmination of your writing and while a piece of writing is probably never “perfect” it ought to be something you feel has been much improved since your first draft. Submit this draft through Canvas. I will provide some additional comments based on the specified criteria outlined in the rubric. Your score for the final draft is out of 10.

Extra Help: Please be aware that tutoring is available through the Writing Center in the AAB and the Academic Literacy Center in TB 430. Working with a tutor is an excellent way to receive valuable feedback and guidance in producing higher quality papers. Tutors can also give you special one on one attention in dealing with any particular difficulties you might be having with your writing.

Presentation of Papers: All papers must be typed with a standard font and font size of 12 (no typing in bold). Papers should be double-spaced with no unnecessary gaps after your name, the title or between paragraphs. Align your paper to the left only. Only the Peer Review Draft must be

printed; all other drafts should be submitted electronically through Canvas as Word Documents. All drafts should be turned in on the due date of assignment.

Late Work: It is important to get your work done on time. Use a planner and be organized. There is a specific due date for each assignment and late work will not receive full credit.

Plagiarism: Plagiarism, the use of someone's ideas or words without properly crediting the source, is a serious offense. In order to substantiate the authenticity of your work, you may be asked at any time to produce any or all sources from which you gathered information, including internet material. If you plagiarize in this course, you will receive an E grade.

Electronic Devices: This is a computer lab but the computers are to be used only at specific times indicated by your instructor. Turn off all cell phones and other electronic devices while in class.

Accommodation: Students with medical, psychological, learning or other disabilities desiring accommodations or services under ADA, should contact the Disability Resource Center (DRC). The DRC determines eligibility for and authorizes the provision of these accommodations and services for the college. Please contact the DRC at the Student Center, Suite 244, Redwood Campus, 4600 So. Redwood Rd, 84123. Phone: (801) 957-4659, TTY: 957-4646, Fax: 957- 4947 or by drc@slcc.edu.

Important Dates¹

Sep 3: Last day to add classes

Sep 7: Labor Day (no class)

Sep 9: Tuition due

Sep 16: Last day to drop classes

Oct 15 & 16: Fall Break (no class)

Oct 30: Last day to withdraw from classes

Nov 26 & 27: Thanksgiving (no classes)

Dec 9: Last day of class

(There is no final exam for Writing 0990)

¹ Verify with the academic calendar: <http://www.slcc.edu/academiccalendar/index.aspx>

Title IX Information:

20 U.S.C.A. Section 1681 (a): TITLE IX

“No person in the United States shall, on the basis of sex, be excluded from participation in, be denied benefit of, or be subjected to discrimination under any education program or activity receiving federal funds.”

Examples of violations (but not limited to):

- ▶ Sexual advances, requests for sexual favors and sexually motivated physical conduct
- ▶ Overt or subtle pressure for sexual activity
- ▶ Sexually offensive verbalization including remarks, “teasing”, slurs, and innuendo
- ▶ Repeated inappropriate jokes or comments about sex or gender specific traits
- ▶ Conduct that is demeaning or derisive and occurs substantially because of one’s gender
- ▶ Sexual assault
- ▶ Sexual Violence
- ▶ Gender based disparate treatment

Violations can occur in any college environment, such as (but not limited to):

- ▶ Field Trips
- ▶ Student Clubs
- ▶ Transportation
- ▶ Classrooms
- ▶ Athletics
- ▶ On Campus Events

If you have questions or concerns regarding your rights or responsibilities, or if you would like to file a Title IX complaint please contact:

Students-

Dr. Marlin Clark, Dean of Students, 801-957-4776, STC 276 A (Redwood)

Employees or Community members-

Ken Stonebrook, Title IX & Discrimination Manager, 801-957-5027, AAB 211G (Redwood)

Online Reporting Form-

<http://www.slcc.edu/eo/title-ix/complaint.aspx>

Salt Lake Community College has a strong prohibition against RETALIATION! The college does not tolerate acts of retaliation against anyone for engaging in filing a complaint or participating in an investigation.