

University of Louisville

Syllabus ENGL 101



Professor: Pushpa Mirchandani, MATESOL
Contact: pmirchandani60@gmail.com,
Schedule: Monday - Friday 8:00 a.m. – 12:00 p.m.
Code: Freshmen College Writing
Semester: Summer
Office Hours: After class 12:00 p.m. - 1 p.m. (by appointment)

Course Description

Being able to write well is fundamental to your success at the University. Freshman English Composition 101, the first course for college-level writing, develops basic but vital competence for academic writing skills that focus on the process of writing. In that, we will work on range of strategies from choosing appropriate topics, exploring and organizing ideas, planning, drafting and finally revising academic compositions.

Course Objectives

By the end of the course, students should be able to

- Use the English language effectively to develop ideas from simple paragraphs to complete essays
- Develop a range of definite pre-writing strategies to successfully deal with college-level writing assignments
- Cultivate rhetorical sensitivity to analyze the task, understand the purpose, and express ideas clearly and logically to achieve the objective
- Plan, draft and revise a paper, incorporating suggestions received, to produce a finished research paper with appropriate documentation
- Summarize, paraphrase, quote to document and develop a bibliography of MLA sources

Required Materials

The Academic Writer, 4th Edition Lisa Ede. Bedford/St. Martin's, 2017

References

Methods of Instruction

These methods will be used to make you a better writer

- Class Lectures
- Group discussions/presentations
- Reading assignments
- Writing assignments
- Internet Research and Practice
- Workshops

Student Materials

- Access to a computer with Internet
- Supplies for printing (ink/toner, white paper, printer)
- Subject notebook, writing utilities
- USB for information storage
- Cash for copies, when needed
- Folder for storing handouts
- Portfolio folder for storing drafts and completed assignment

Course Policies

Attendance- Students are required to attend every class session in its entirety. If you are sick or have to be excused from class due to illness or other extenuating circumstances, please inform me, with a legitimate reason, in writing before or immediately after your absence. Otherwise, all absences and late arrivals or early departures will have a significant impact on the student's class participation grade.

Students are required to attend 80% of classes which means that you are allowed a maximum of one absence during the summer semester. Two absences will result in an "F" regardless of your progress. Absence, however, does not constitute as an excuse for not completing assignments or keeping yourself updated. **You are responsible for all the class work and handing in papers on-time in spite of your absence.**

Please keep in mind that attendance in this course means being here both physically **and** mentally. Sleeping, not participating, chatting on your phones or distracting others from the progress of the class is grounds for being asked to leave for the remainder of the class meeting and counted absent for the day.

Class Preparation- Students are expected to prepare for class by reading the assigned

material before the class. This enables you to engage actively in class discussions as they relate to the topics. Academic discussion that demonstrates knowledge and understanding of the topic is essential. There might be a short quiz to test your knowledge of material assigned for reading at the instructor's discretion.

Besides the material listed in the syllabus, additional reading assignments will be given for class preparation.

Electronic Devices- Cell phones must be muted at all times, as matter of professional courtesy. The use of such equipment for chatting or browsing is strictly prohibited unless in case of an emergency or extraordinary circumstances.

Laptops- You will be allowed to use your laptops in class **strictly** to prepare drafts, write papers and conduct research.

Add/ Drop Policy

Students who wish to add/drop a class must fill in an Add/ Drop form (available at the front desk). After filling out the form, you will need to have it signed by me, and then by Mariana at the administrative office. Last day to drop without penalty will be July 17. Students who wish to withdraw from the course must do so before July 20. The same procedure of authorizing the withdrawal applies as in add/drop. Students who stop coming to class, do not hand-in assignments on time or do not drop or withdraw from the class will receive an **F** as a grade.

Assignments Policy

Your papers are work-in-progress. You have specifically designated dates to bring in drafts, 2nd drafts and final papers. Final drafts and in-class writing will be evaluated as *S* (satisfactory) or *U* (unsatisfactory). The purpose of this is to allow you to work, improve and develop an effective final paper. Please use the peer-editing discussions and our meetings to advance and refine your papers. If improvements are not obvious, your grades will not improve just for handing in an assignment with minor improvements.

The focus and attitude of delivering assignments on-time is to be that of professional standards expected in an academic setting. **Thus, late work is as unacceptable. Assignments are due on the morning of the date assigned. That means they must be clearly printed and stapled before class starts. Late work will be downgraded by one letter per business day late. It will not be accepted more than a day late. Please deal with any printing and/or electronic problems in time as they are not acceptable excuses for handing in assignments late.**

All assignments must be handed in on paper in class. The same rule applies for drafts. Please do not send them via email unless I have given you such authorization.

Each **essay packet** (a minimum of an outline, a draft, and a final) will receive a grade. Notice that **NO FINAL PAPERS WILL BE ACCEPTED WITHOUT THE DRAFTS OR PREWRITING ASSIGNMENTS. SINGLE DRAFT SEQUENCES WILL NOT RECEIVE A CREDIT.**

Grades- Your work will be graded using the University of Louisville Grading System.

Grade	Grade Point	Percentage	Grade	Grade Point	Percentage
A+	4.0	97 – 100	C	2.0	73 – 75
A	4.0	94 – 96	C-	1.7	70 – 72
A-	3.7	90 – 93	D+	1.2	66 – 69
B+	3.3	86 – 89	D	1.0	63 – 65
B	3.0	83 – 85	D-	0.7	60 – 62
B-	2.7	80 – 82	F	0.0	59 and lower
C+	2.3	76 – 79			

Minimum requirement for scholarship is a B for ENGL 101

Your final grade in this course will be determined by the following criteria:

- 15% Paper # 1 Introduction Essay (2 pages)
 - 20% Paper # 2 Cause / Effect Essay (3-4 pages)
 - 20% Paper # 3 Narrative Essay (3-4 pages)
 - 30% Final Research Paper (20% Written and 10% Oral Presentation) (5 pages)
 - 15 % Class attendance and active participation, In-class assignments/ presentations, including being able to answer questions from the material to be covered during class periods
- 100%**

Note

- Length of assignment is based on actual content writing and does not include cover page or bibliography. No cover page is needed in any of your assignments.

-Please make arrangements to print and staple your outline, drafts and final paper before you come to class. We will not waste valuable class time towards such endeavors.

- Your final paper should be a polished, making sure you have taken great care of follow MLA guidelines, revised content and cleaned up any spelling, grammar or punctuation errors.

-Late assignments will not be accepted without a documented medical excuse.

Plagiarism

All papers will be sent to TURNITIN for a plagiarism check. Any attempts to plagiarize will become evident and your paper will immediately be disqualified if a high degree of plagiarism is detected.

Turnitin Enrollment Password: **qlupanama** Class ID: **15600432**

Please note that plagiarism is considered a very serious violation and will result in a failing grade. The assumption is that students understand what constitutes plagiarism. If there are any questions about the nature of plagiarism (what you can and cannot do), please let me know at the beginning of the course. In the absence of such questions (or after they have been answered), I will assume that students understand what constitutes plagiarism, and will hold students fully accountable. If you plagiarize on your first paper, you will fail the paper. However, if you plagiarize on your second paper, you will fail the course.

You should review the concept of Plagiarism by watching these tutorials

<https://www.youtube.com/watch?v=2qONIWcTq1Y>

<https://www.youtube.com/watch?v=EF5eFeJMplA>

<http://library.acadiau.ca/sites/default/files/library/tutorials/plagiarism/>

MLA Format for Writing Assignments

For detailed information on formatting MLA style, read

<https://owl.english.purdue.edu/owl/resource/747/01/>

All drafts and final papers must be typed and stapled

Font- Times New Roman

Size - 12, double-spaced with 1" margins

Insert- page numbers

Papers that do not meet the MLA criteria will not be accepted.

Tentative Class Schedule

Class	Agenda & Reading	Papers due
1	Introduction to course -Agenda and perspectives Developing rhetorical sensitivity (Chapter 1) In-class writing assessment Introduction Essay Assignment	Draft Introduction Essay
2	Academic Writing: Committing to the Process (Chapter 4) Writing effective paragraphs Cause / Effect Essay Assignment	1 st Draft Introduction Essay Topic approval of Cause & Effect Essay
3	Strategies for Invention, Planning & Drafting (Chapter 9) The thesis statement	Final Paper Introduction Essay 1 st draft Cause and Effect Essay
4	Strategies for Invention, Planning & Drafting (Chapter 9) Revising and Editing (Chapter 10) Narrative Essay Assignment	2 nd draft Cause and Effect Essay Topic approval Narrative Essay

5	Doing Research -Quoting, Paraphrasing Summarizing (Chapter 7) Final research Essay Assignment	Final Cause and Effect Essay 1 st Draft Narrative Essay
6	Doing Research -Quoting, Paraphrasing Summarizing (Chapter 7)	Final Paper Narrative Essay Topic Approval of final research paper
7	Documenting Sources and References In-text citations and bibliography MLA Documentation Guidelines	1 st Draft of final research paper
8	Writing and Modifying your research paper Formulating Oral Presentation cum Writing workshop for final project	2 nd Draft of final research paper
9	Final Presentations	Preparing to present
10	Final Presentations	Final research paper and presentations

***Note:** This syllabus is subject to change. Modifications to it will be announced in due time if any may be necessary.

Web Pages for Reference

Primary Reference Source-

<http://owl.english.purdue.edu/owl/resource/679/01/>

1. Interesting reading and visuals on widely varied topics, academic and otherwise

<http://webexhibits.org>

2. Valuable advice about writing processes <http://owl.english.purdue.edu/owl>

3. Ideas to get started to overcome the writer's block

<http://leo.stcloudstate.edu/catalogue.html>

4. Advice across academic disciplines for finding, narrowing, and working with topics

<http://writing.colostate.edu/tools.cfm>

<http://writing.colostate.edu/learn.cfm>

5. For developing a thesis statement, click on “Writing Tips” for advice from the Writers’ Workshop at the University of Illinois, Urbana Champaign
<http://www.cws.illinois.edu/workshop/>
6. 11 Rules of Writing at <http://www.junketstudies.com/rulesofw/> points out the basics
7. A Guide to Grammar and Writing <http://grammar.ccc.commnet.edu/grammar/>
8. A Writer's Reference, <http://www.bedfordstmartins.com/hacker/writersref/>
9. Common English errors <http://www.wsu.edu:8080/~brians/errors/errors.html>
10. For Help on Sentence Structure, Punctuation, and Improving your English
<http://bcs.bedfordstmartins.com/exercisecentral/exercises.html>

Enter Basic Study Plan for practice with punctuation, grammar and sentence construction.

Enter Comprehensive Study Plan to do the diagnostic test, get a report and advanced writing practice activities

Enter ESL Study plan to reinforce English skills for bilingual writers

<http://bcs.bedfordstmartins.com/exercisecentral/tutorials.html>

for help with grammar issues

Citation

<http://guides.lib.umich.edu/content.php?pid=80367>

<http://www.bibme.org/>

<http://easycite.net/>