

Fall 2009/Spring 2010

Instructor: Allison H. Hitt
Course: English 101 Section 052
Class Times: MWF 2:30-3:20
Class Locations: Clark Hall 212; 410
Instructor e-mail: ahitt2@mix.wvu.edu
Department Phone: 304-293-3107, for messages only
Office Location: Colson Hall 332
Office Hours: MW 12-1, Th 2:30-3:30

English 101: Composition and Rhetoric

Introduction

Welcome to English 101, one of the most important foundational courses you will ever take. The purpose of this course is to help you develop your skills as both a writer and reader of texts. Through the exploration of four different styles of writing, English 101 will prepare you to read and think critically, to do thorough research, to collaborate with your peers, and to organize your thoughts and words. This course will also enhance your knowledge through the introduction of rhetoric, exploration of narratives written in multiple genres and voices, and research of new and interesting topics. These preparations will allow you to communicate more effectively by establishing a strong reading and writing foundation for your undergraduate and future careers.

Policies and Procedures

Participation. All students are expected to come to class prepared and on time, to do the reading and writing assignments, to be part of discussions, and to give insight to peers.

Attendance. If you know you will be absent, contact me before class begins. Each student is allowed up to three absences. Fourth and fifth absences each lower your grade by a letter, and six or more absences result in a failing grade. Being 10 minutes late three times equals an absence. Note: An absence from a one-on-one conference counts as a class absence.

Late Work. If you miss a draft deadline or are unready with a peer response, someone loses necessary feedback. If there is a problem with an assignment, talk to me *before* the deadline.

Classroom Etiquette. It is important to be respectful, to pay attention, and to give constructive feedback. Please silence your cell phones. If I have to ask more than once, you will be asked to leave and counted absent. If you are expecting an emergency call, let me know before class.

Disability Accommodations. If you have a documented learning disability, hearing or vision problems, or other special need that may affect your performance or participation in class, please contact both Disability Services and me at the beginning of the term.

West Virginia University Office of Disability Services

G-30 Mountainlair

Phone: (304) 293-6700 Voice/TDD: (304) 293-7740 Email: access2@mail.wvu.edu

Social Justice. WVU is committed to social justice and a positive learning environment based upon open communication, mutual respect, and non-discrimination. Discrimination of any kind is not tolerated.

Academic Dishonesty and Plagiarism. All work for this class must be your own. If you use someone else's words, you must cite them. Plagiarism is a strictly punishable offense.

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Texts

Lunsford, Andrea A. *Easy Writer*. 3E. Boston: Bedford/St. Martins, 2005.
ISBN-10: 0312478208 or ISBN13/EAN: 9780312478209

Undergraduate Writing Committee. *Work in Progress*. Detroit, MI: Hayden-McNeil, 2008.
ISBN: 978-0-7380-3174-3

Office Hours

My office hours are Mondays and Wednesdays 12-1:00 P.M. and Thursdays 2:30-3:30 P.M. Feel free to drop in during these times or make an appointment with me to talk about any questions or comments you have about your progress in the course. I am also available to talk via email, and I will respond to you (in email or class) within 24 hours Monday - Friday.

Standard of Work

This is a college level course, and you are expected to be comfortable with the mechanics of proper grammar, syntax, and punctuation in order to communicate effectively. *Easy Writer* offers guidelines and activities to help you, and the Writing Center is available to develop your understanding of basic skills and to support you in the writing process.

WVU Writing Center — G02 Colson Hall

Call 304-293-5788 to schedule an appointment or stop by to see if a tutor is available.

Web address: http://english.wvu.edu/centers_and_projects/wcenter/writing_center_home

Computer Lab Policies

Our regular classroom is located in Room 212 of Clark Hall, but some days we will be in the computer lab in Room 410. You are responsible for checking the daily schedule for our location. All students are required to understand and agree to a written computer lab contract, and all students must have a removal storage device and must back up all work regularly.

Response and Evaluation

Essays and Portfolio. There are 4 essays: Multi-Genre Personal Narrative, Feature Article, Text-in-Context, and Stakeholder Research Paper, which will all be typed in 12-pt, Times New Roman font. A “final for now” draft is due for each essay, and all drafts will be revised prior to the final portfolio and final grade. All drafts (rough, revised, final) and their reflective memos need to be saved and included in the final portfolio.

Free Writes. Free writes are in-class assignments that help you organize your thoughts regarding readings, assignments, and specific prompts. They are for your benefit and will not be graded.

Short Writes. A short write (SW) is a 300-500 page typed essay on a reading or activity. You must complete all short writes, but only ten will be evaluated for your final grade. The lowest will be dropped, but if you do not turn in a short write, you will receive a zero, which cannot be dropped. Short writes will be returned within two class periods.

Participation. It is necessary to attend class and participate in discussions and activities.

Final Portfolio	70%
Short Writing Assignments and Homework	20%
Participation	10%