

# Intermediate Composition & Grammar

ENGL 2113 Fall 2019

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Office: Bea Wood 211

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Office hours: Monday, 11:00 AM to 2:00 PM; Tuesday & Thursday, 11:00 AM to noon. Other times by appointment.

## Syllabus

The primary objective of the course is to develop students' skills in clear and effective composition and standard usage of the English language. In English 2113, students compose, convincingly support, and polish persuasive, thesis-driven essays. The course can be used to satisfy the Writing Proficiency Requirement.

**Course goals:** Students will

- write thesis-based essays that provide strong support and specific details
- engage in a writing process that includes invention, drafting, and revision
- demonstrate critical and creative thinking about a timely issue or debatable topic
- demonstrate proficient use of Standard Written English

**Prerequisites:** Completion of the Communication Core

**Mandatory Proctored Final Exam:** There is a mandatory two-part final exam. We will take the grammar exam on one class day, and the final essay exam during the exam period.

**Required texts:** *The Little, Brown Brief* (LBB), 6th edition with MLA update. You may purchase an older/cheaper edition, but you will need to make any needed adjustments to chapters referenced in course content.

**Required software:** A word processor or application that allows you to save your written assignments as Word Documents, and an Adobe Reader to read my comments when I return the assignments to you as a PDF.

### Assignments:

**Quizzes (10%):** There are ten quizzes. Before taking a quiz, read the associated chapter in the LBB and review all the material posted on the quiz topic in D2L. Quizzes must be taken during the week assigned (i.e., there are no make-up quizzes). If you take the quiz, you will receive a grade of "1 point," no matter your posted score on the quiz. However, your final grammar exam will be based on the content of these quizzes and the exam will count heavily, so don't take the quizzes lightly! The week's quizzes are open 5 a.m. on Monday until 11:30 p.m. on the following Sunday.

**Writing assignments (50%):** You have five writing assignments: a simple thesis and topic sentence assignment (W1); an assignment in which you submit two body paragraphs (W2); and three complete essays (W3, W4, W5).

**Final exam (40%):** The final exam consists of two parts: a grammar exam (20%) and a thesis-driven essay (20%).

**Late assignment policy:** All assignments are due on the dates assigned. No late work will be accepted unless specific arrangements have been made prior to the due date. Students falling two assignments behind are subject to administrative withdrawal from the course by the instructor.

**Acceptable submission format and process:** All formal writing assignments submitted for grading must conform to the *Writing and Formatting Your Essay* and *Essay Grading Guidelines* documents posted to D2L. Assignments are to be submitted to the Dropbox folders in the course D2L website.

**Table 1. Grading Scale**

Grade	Points Earned
A	90-100
B	80-89
C	70-79
D	60-69
F	< 60

**Email format:** When sending emails to the instructor, please use the D2L email system. (Please do not send duplicate emails to the instructor's D2L account and msutexas email address.)

**Attendance policy:** As this course meets once a week, students with two unexcused absences are subject to an administrative withdrawal from the course. Three tardies are counted as one absence. School closure policy: *If the university is closed due to weather or a security alert on the date of a scheduled class, check D2L for any assignment changes.*

**Academic dishonesty:** All students are expected to adhere to the Midwestern State University Student Honor Creed when completing any work for this course. A student's name on any assignment scheduled to be turned in is his/her pledge that all work contained therein is his/hers alone. When using the ideas of other unpublished and published sources, students must use accepted documentation conventions (i.e., MLA or APA). If a direct quote is not placed in quotation marks, this will be considered plagiarism. See the *MSU Student Handbook* (attached to D2L course web site) to read the Student Honor Creed and the university's policy on academic dishonesty.

**Professionalism:** Members of this class are expected to treat one another with courtesy, professionalism, and respect. Repeated unprofessional, rude, or inappropriate behavior can result in 50-100 points being deducted from a student's final grade for the course per instance of such behavior.

**Students with disabilities:** The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact the

[Disability Support Services](#) in Room 168 of the Clark Student Center, 940-397-4140.

**Table 2. Weekly Assignment Schedule**

Week	Readings and Assignments
Week One Monday, Aug. 26	<p><b>Read in D2L, under Content, Introduction to the Course:</b></p> <ul style="list-style-type: none"> <li>• Syllabus &amp; Assignment schedule (this document)</li> <li>• <i>MSU Student Handbook</i>. Read the university plagiarism policies.</li> <li>• <i>Writing and Formatting Your Essay</i>, which shows how to construct each part of a complete essay. (Your first complete essay will be the W3 assignment.)</li> <li>• <i>Essay Grading Guidelines</i>, which explains how your assignments will be graded. (Note the W1 and W2 criteria)</li> <li>• <i>MLA and APA Resources</i></li> <li>• Look over the Quiz modules and Grammar Practice Resources</li> </ul> <p><b>Complete:</b></p> <ul style="list-style-type: none"> <li>• D2L Discussion Board posting: by Sunday, Sept. 1, introduce yourself to class.</li> <li>• Pretest by Sunday, Sept. 1, before 11:30 P.M. (Your score will not be included in your final grade.) On the D2L Menu, click <b>Tests &gt; Pretest</b></li> </ul>
Week 2 Wed. Sept. 4	<p><b>Read in D2L under Content, Writing Assignments:</b></p> <ul style="list-style-type: none"> <li>• <i>Writing and Formatting Your Essay</i></li> <li>• <i>Essay Grading Guidelines</i> (Note the W3 criteria)</li> <li>• W1, W2, W3 assignment descriptions (These assignments build on each other: W1 is due the third week of class, W2 the fifth week of class, and W3 the seventh week.)</li> <li>• The W1 template: this is the format you should follow for the W1 assignment.</li> </ul> <p><b>Review in the <i>Little Brown Brief (LBB)</i>:</b></p> <ul style="list-style-type: none"> <li>• Part 1 Ch. 1-6 The Writing Process</li> <li>• Ch. 9 Academic Writing</li> <li>• Ch. 56 MLA Documentation and Format <u>or</u> Ch. 57 APA Documentation and Format depending on which style you will use to format your citations and references.</li> <li>• To prepare for quiz: Ch. 21, 22, 23</li> </ul> <p><b>Complete:</b></p> <ul style="list-style-type: none"> <li>• <b>Quiz 1.</b> Subject/Verb Identification. (Quiz will open on Monday, Sept. 2 at 5:00 a.m., and close on Sunday, Sept. 8, at 11:30 p.m.)</li> </ul>
Week 3 Monday, Sept. 9  June 20, 2019	<p><b>Due:</b></p> <ul style="list-style-type: none"> <li>• <b>W1</b> (Consists of thesis statement and 2 topic sentences) Upload to Dropbox Tuesday, Sept. 10, before 11:30 p.m.</li> </ul> <p><b>Review in LBB:</b></p> <ul style="list-style-type: none"> <li>• Ch. 5 Revising</li> </ul>

Week	Readings and Assignments
<p>Last Day for “W” by 4:00 p.m. Drops after this date will receive grades of “F.”</p>	<ul style="list-style-type: none"> <li>• Ch. 7 Paragraphs (especially introductions and conclusions)</li> <li>• Ch. 12 Writing Arguments</li> </ul> <p>In LBB Under Section 6 Spelling and Mechanics:</p> <ul style="list-style-type: none"> <li>• Ch. 43 Quotation Marks</li> <li>• Ch. 54 Avoiding Plagiarism</li> <li>• Ch. 52 Finding Sources</li> <li>• Ch. 53 Working with Sources</li> <li>• Ch. 56 MLA or Ch. 57 APA</li> <li>• To prepare for quiz, read Ch. 23, 35</li> </ul> <p><b>Complete:</b></p> <ul style="list-style-type: none"> <li>• <b>Quiz 2.</b> Phrases/Clauses/Fragments. (Quiz will open on Monday, Sept. 9 at 5:00 a.m., and close on Sunday, Sept. 15, at 11:30 p.m.)</li> </ul>
<p>Week 4 Monday, Sept 16</p>	<p><b>Review in D2L under Content, Writing Assignments:</b></p> <ul style="list-style-type: none"> <li>• Specifics of the W2 assignment</li> </ul> <p><b>Read in LBB:</b></p> <ul style="list-style-type: none"> <li>• Ch. 18 Appropriate and Exact Words</li> <li>• Ch. 20 Conciseness</li> <li>• To prepare for quiz, read Ch. 36</li> </ul> <p><b>Complete:</b></p> <ul style="list-style-type: none"> <li>• <b>Quiz 3.</b> Comma Splices and Fused Sentences. (Quiz will open on Monday, Sept. 16 at 5:00 a.m., and close on Sunday, Sept. 22, at 11:30 p.m.)</li> </ul>
<p>Week 5 Monday Sept. 23</p>	<p><b>Due:</b></p> <ul style="list-style-type: none"> <li>• <b>W2</b> assignment: (On same topic as W1, thesis sentence, two body paragraphs, and reference page) Upload to Dropbox by Tuesday, Sept 24 before 11:30 p.m.</li> </ul> <p><b>Read in LBB:</b></p> <ul style="list-style-type: none"> <li>• To prepare for quiz, read Ch. 29</li> </ul> <p><b>Complete:</b></p> <ul style="list-style-type: none"> <li>• <b>Quiz 4.</b> Subject/Verb Agreement (Quiz will open on Monday, Sept. 23, at 5:00 a.m., and close on Sunday, Sept. 29 at 11:30 p.m.)</li> </ul>
<p>Week 6 Monday Sept. 30</p>	<p><b>Review in D2L under Content, Writing Assignments:</b></p> <ul style="list-style-type: none"> <li>• Specifics of the W3 assignment</li> </ul> <p><b>Read in LBB:</b></p> <ul style="list-style-type: none"> <li>• To prepare for quiz, read Ch. 31</li> </ul> <p><b>Complete:</b></p> <ul style="list-style-type: none"> <li>• <b>Quiz 5.</b> Pronoun-antecedent Agreement. (Quiz will open on Monday, Sept. 30 at 5:00 a.m., and close on Sunday, Oct. 6, at 11:30 p.m.)</li> </ul>

Week	Readings and Assignments
Week 7 Monday Oct. 7	<p><b>Due:</b></p> <ul style="list-style-type: none"> <li>• <b>W3 Essay:</b> a complete essay which builds on assignments W1 and W2: introductory paragraph, body paragraphs, concluding paragraph, and reference page) Tuesday, Oct. 8 before 11:30 p.m.</li> </ul> <p><b>Read in D2L under Content, Writing Assignments:</b></p> <ul style="list-style-type: none"> <li>• W4 Essay Assignment Instructions</li> </ul> <p><b>Read in LBB:</b></p> <ul style="list-style-type: none"> <li>• To prepare for quiz, read Ch. 30</li> </ul> <p><b>Complete:</b></p> <ul style="list-style-type: none"> <li>• <b>Quiz 6.</b> Pronoun Case. (Quiz will open on Monday, Oct. 7 at 5:00 a.m., and close on Sunday, Oct. 14, at 11:30 p.m.)</li> </ul>
Week 8 Monday Oct. 14	<p><b>Read in LBB:</b></p> <ul style="list-style-type: none"> <li>• To prepare for quiz, read Ch. 39</li> </ul> <p><b>Complete:</b></p> <ul style="list-style-type: none"> <li>• <b>Quiz 7.</b> Commas (Quiz will open on Monday, Oct. 14, at 5:00 a.m. and close on Sunday, Oct. 21, at 11:30 p.m.)</li> </ul>
Week 9 Monday Oct. 21	<p><b>Due:</b></p> <ul style="list-style-type: none"> <li>• <b>W4 Essay:</b> a complete essay on the assigned new topic, including introductory paragraph, two body paragraphs, concluding paragraph, and reference page. Due Tuesday, Oct. 22, before 11:30 p.m.</li> </ul> <p><b>Read in D2L under Content, Writing Assignments:</b></p> <ul style="list-style-type: none"> <li>• W5 Essay Assignment Instructions</li> </ul> <p><b>Read in LBB:</b></p> <ul style="list-style-type: none"> <li>• To prepare for quiz, read Ch. 40, 41</li> </ul> <p><b>Complete:</b></p> <ul style="list-style-type: none"> <li>• <b>Quiz 8.</b> Semicolons and colons. (Quiz will open on Monday, Oct. 21, at 5:00 a.m. and close on Sunday, Oct. 27, at 11:30 p.m.)</li> </ul>
Week 10 Monday Oct. 28	<p><b>Read in LBB:</b></p> <ul style="list-style-type: none"> <li>• To prepare for quiz, read Ch. 16</li> </ul> <p><b>Complete:</b></p> <ul style="list-style-type: none"> <li>• <b>Quiz 9.</b> Parallelism (Quiz will open on Monday Oct. 28, at 5:00 a.m. and close on Sunday, Nov. 3 at 11:30 p.m.)</li> </ul>
Week 11 Monday Nov. 4	<p><b>Due:</b></p> <ul style="list-style-type: none"> <li>• <b>W5 Essay:</b> a complete essay on the new topic, including introduction, body paragraphs, conclusion, and reference page. Due Tuesday, Nov. 5, before 11:30 p.m.</li> </ul> <p><b>Read in LBB:</b></p> <ul style="list-style-type: none"> <li>• To prepare for quiz, read Ch. 42</li> </ul> <p><b>Complete:</b></p>

Week	Readings and Assignments
	<ul style="list-style-type: none"> <li>• <b>Quiz 10.</b> Apostrophes. Quiz will open Monday Nov. 4, at 5:00 a.m. and close on Sunday, Nov. 10 at 11:30 p.m.</li> </ul>
Week 12 Monday Nov. 11	<b>Read in D2L under Content, Writing Assignments:</b> <ul style="list-style-type: none"> <li>• Read in D2L under Content, Preparing for the Final Exam</li> <li>• <i>Planning Ahead for the Proctored Final Exam</i></li> <li>• <i>Grammar review</i></li> </ul>
Week 13 Monday Nov. 18	Final grammar exam taken during class.
Week 14 Monday Nov 25	Thanksgiving week (no class)
Week 15 Monday Dec. 2	Final essay exam taken during class (other option is Dec. 12, Wed. from 5:45 to 7:45 pm)