

Intermediate Composition & Grammar

ENGL 2113-X30, X31 Summer 2019

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 proctored two-part final exam at the end of the semester: a grammar exam and an essay. You will have three hours to complete both parts of the exam. You can make a reservation to take the proctored exam online through ProctorU, make a reservation to take the exam at a testing site in your area, or make a reservation to take the exam when offered by your instructor onsite at MSU.

1. Schedule to take an online proctored exam through ProctorU between **Tuesday July 2 and Friday July 5**. (First *possible* appointment on 7/2 at 8:00 a.m. CDT; last *possible* appointment 7/5 at 6:00 p.m. CDT, if space is available.) You will need access to a computer with a camera and must pay ProctorU a fee. On the D2L Discussion Board Final Exam forum, let me know if you have successfully registered with ProctorU to take your exam. Read the following on setting up an account with ProctorU and making reservations: [ProctorU: How It Works](#)
2. Schedule an onsite exam with a college testing center in your area between **Tuesday July 2 and Friday July 5**. To find a testing site, search online for college testing centers in your area and make an appointment. On the D2L Discussion Board Final Exam forum, post the name of the testing center and the center's email contact. I will contact them with your exam materials the week prior to your exam. Testing centers will charge you a fee.
3. Request to schedule to take the exam with your instructor at MSU in BW 117 computer lab on **Friday July 5 at 12:30 p.m. (Seats are limited.)** On the D2L Discussion Board Final Exam forum, request to take the exam with your instructor. Again, seats are limited: post your request to the Discussion Board early. Note: If you have another exam

scheduled on campus at this time, you will not be able to take the exam with the instructor and must make arrangements to take the exam at a testing center or online through ProctorU.

Make your reservations for taking the final exam as soon as possible as all testing sites have limited seats available and most sites will be closed on July 4th. Remember, I cannot make a reservation for you to take the exam through ProctorU or a testing center in your area, but I can accept your request to take the exam with me on Fri. July 5 in BW 117.

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.

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 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 will consist 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.)

Required contact: Students are required to interact with the instructor within the D2L course management system at regular intervals during the semester or term. By completing your weekly quiz on time and submitting assignments on time, you will meet this requirement. Any student who fails to interact with an instructor via submissions to D2L, email, or in person during any one-week period of the term may be subject to administrative withdrawal from the course by the instructor.

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). 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
<p>Week One</p> <p>Monday, June 3</p>	<p>Read in D2L, under Content, Introduction to the Course:</p> <ul style="list-style-type: none"> • Syllabus & Assignment schedule (this document) • <i>MSU Student Handbook</i>. Read the university plagiarism policies. <p>Read in D2L , under Content, Writing Assignments:</p> <ul style="list-style-type: none"> • W1, W2, W3 assignment descriptions (W1 is due on Wed. of this week, June 5, and W2 is due on Sunday of this week, June 9.) • The <i>W1 template</i>: this is the format you should follow for the W1 assignment. • <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.) • <i>Essay Grading Guidelines</i>, which explains how your assignments will be graded. (Note the W1 and W2 criteria) • <i>MLA and APA Resources</i> • Look over the Quiz modules and Grammar Practice Resources <p>Review in the <i>Little Brown Brief</i> (LBB):</p> <ul style="list-style-type: none"> • Part 1 Ch. 1-6 The Writing Process • Ch. 9 Academic Writing • 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. <p>To prepare for weekly grammar quizzes, review the modules in the D2L and the following chapters in LBB:</p> <ul style="list-style-type: none"> • Ch. 21 Parts of Speech • Ch. 22 The Sentence • Ch. 23 Phrases and Subordinate Clauses • Ch. 35 Sentence Fragments • Ch. 36 Comma Splices and Fused Sentences <p>Complete:</p> <ul style="list-style-type: none"> • Pretest by Wed. June 5, before 11:00 p.m. (Your score will not be included in your final grade.) On the D2L Menu, click Tests > Pretest • W1 (Thesis statement and 2 topic sentences) Upload to Dropbox by Wed. June 5, before 11:00 p.m. • D2L Discussion Board posting: by Friday, June 7, introduce yourself to class • W2 (On same topic as W1, thesis sentence, two body paragraphs, and reference page) Upload to Dropbox by Sun. June 9, before 11:00 p.m. • Quiz 1 Subject/Verb Identification (Quizzes 1-3 will open on Monday, June 3, at 5 a.m., and close on Sunday, June 9, at 11 p.m.)

Week	Readings and Assignments
	concluding paragraph, and reference page. Due Sunday, June 23, before 11 p.m.
Week 4 Monday June 24	<p>Read in D2L under Content, Writing Assignments:</p> <ul style="list-style-type: none"> • W5 Essay Assignment Instructions • Read in D2L under Content, Preparing for the Final Exam • <i>Planning Ahead for the Proctored Final Exam</i> • <i>Final Essay Exam Grading Criteria</i> <p>Read in LBB:</p> <ul style="list-style-type: none"> • Ch. 18 Appropriate and Exact Words • Ch. 20 Conciseness <p>To prepare for weekly grammar quizzes, review the modules in the D2L under content, and read the following chapters in LBB:</p> <ul style="list-style-type: none"> • Ch. 16 Parallelism • Ch. 42 The Apostrophe <p>Complete:</p> <ul style="list-style-type: none"> • Quiz 9 Parallelism (Quizzes 9-10 will be open on Monday June 24, at 5:00 a.m. and close on Sunday, June 30 at 11 p.m.) • Quiz 10 Apostrophes • W5 Essay Assignment: a complete essay on the new topic, including introduction, body paragraphs, conclusion, and reference page. Due Sunday June 30, before 11 p.m.
Week 5 Monday July 1	<p>Review in D2L under Content:</p> <ul style="list-style-type: none"> • Grammar modules and quizzes you have taken in preparation for the final grammar exam • <i>Preparing for the Final Exam</i> <p>Complete Final Exam (grammar and essay exams): You need to have made a reservation at one the following testing sites:</p> <ul style="list-style-type: none"> • Proctored exam with ProctorU or at a testing center in your area: Tuesday July 2 thru Friday July 5 • MSU On-site exam with instructor in BW 117: Friday, July 5 at 12:30 p.m.