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Office Hours: By appointment (e-mail preferred in summer)

Intermediate Composition & Grammar

ENGL 2113.X45, Summer II 2020

Syllabus

The primary objective of the course is to develop students' skills in planning and creating clear and effective composition and in using standard written American English. 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 American English

Prerequisites: Completion of the Communication Core

Mandatory Proctored Final Exam: A proctored two-part final exam must be taken at the end of the semester: a grammar exam to complete and an essay to compose. You will have three hours to complete both parts of the exam. You will need to make a reservation to take the proctored exam online through ProctorU, between Monday, 3 July, and Thursday, 6 July. You will need access to a computer with a camera and must pay a ProctorU fee.

Make your reservations for taking the final exam as soon as possible (instructions are available at the class D2L site, under Content / "Preparing for the Final Exam." (Remember, I cannot make a reservation for you to take the exam.)

Required Texts: *The Little, Brown Brief* handbook (LBB), 6th edition with MLA update. If you use a different edition, you will need to make any needed adjustments to chapters and sections referenced in course content. If you plan to take the class without accessing the text, please recall that written assignments will be evaluated based, in part, on demonstration of skills tutored by the text.

Additional Requirements: A computer with access to a camera and a word processor that allows you to save your written assignments as Word documents. Note: Documents submitted in other formats will not be graded.

Assignments and Value (100 points total)

Quizzes (10 points): We will take ten online 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., no make-up quizzes can be allowed). If you take the quiz, you will receive a grade of "1 point," no matter your posted score on the quiz. Your final grammar exam will be based on these quizzes and will count heavily. The week's quizzes are open 5 a.m. on Monday until 11:30 p.m. on the following Sunday.

Writing assignments (50 points): You have five writing assignments: a simple thesis and topic sentence assignment (W1, worth 5 points); an assignment in which you submit two body paragraphs (W2, worth 5 points); and three complete essays (W3, worth 10 points; W4, worth 15 points; W5, worth 15 points).

Final exam (40 points): The final exam will consist of two parts: a grammar exam to complete (20 points) and a thesis-driven essay to compose (20 points).

Acceptable submission format and process: All formal writing assignments submitted for grading must conform to the "Writing and Formatting ENGL 2113 Essays" and "Using Secondary Sources" documents posted to D2L. Assignments are to be submitted to the Dropbox folders in the course D2L website.

Late Work

As a blanket policy, no late work will be accepted in this class. Summer classes move very quickly. If you are not prepared to do the work and submit it on time, then you might reconsider your enrollment in a five-week, summer course (in a long semester, you will have more time to complete assignments). However, in extreme situations (for instance, hospitalization or other serious emergencies), I will consider documentation of the reason for your lateness. I reserve the right to make the final determination whether to accept any late work in emergency situations.

Grading for the Course

Your grade will come from your quizzes (10 points), writing assignments (50 points), and a two-part final exam (an essay and a grammar test, worth 40 points). The writing assignments and essay portion of the final exam will be scored using a rubric. In the "Introduction to the Course" folder, you will find the ENGL 2113 "Grade Scoring Sheet." This will help you keep track of your grade in the course.

Plagiarism

Copying someone else's words and ideas without full attribution (source citation and quotation marks, as appropriate) will not be accepted in this course. Whether you paraphrase your source or quote from a text, you must include both a source citation and speaker tag. Any work that contains

improperly acknowledged secondary material will receive a zero grade. Upon second offense, you will fail the course. Even one phrase of plagiarized text is grounds for a zero/failing grade. This is a non-negotiable policy.

Grade Negotiation and E-mailing

While I am happy to talk with you about your work for the course and discuss how you can improve it, I will not engage in grade negotiation. Moreover, grade determinations will reflect the 2000-level offering of this course. Your continued enrollment in the course indicates your acceptance that I will grade your work. I am happy to respond to courteous emails in which you clearly state your questions.

When e-mailing for any reason, please recall that I cannot speak to grades over the Internet. Any discussion of grades will be sent to you by D2L. Please send me e-mail by using your MSU Texas e-mail address and provide a clear subject line and an appropriate salutation: I prefer Mr. or Prof. Johnson. Offer your complete name at the bottom of the e-mail along with your class and section numbers.

Table 1: Scale for Final Grades

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

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 D2L or e-mail 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 a pledge that all work contained therein is that student's, alone. When using the ideas of

unpublished and published secondary sources, students must use accepted documentation conventions (in our section, those of the MLA). 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 being removed from the class.

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, July 6 +	<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 and "Student Honor Creed." <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, 8 July, and W2 is due on Sunday of this week, 12 July.) • The <i>W1 template</i>: this is the format you should follow for the W1 assignment. • <i>Writing and Formatting ENGL 2113 Essays</i>, which shows how to construct each part of a complete essay. (Your first complete essay will be the W3 assignment.) • <i>Essay-Grading Rubric</i>, which lists the elements regarding which your essay assignments will be graded. • 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. 1-7 The Writing Process and Paragraphs; reread chapter 3 with care—we will be defending theses (3a), not offering statements of intent • Ch. 11 Academic Writing • Ch. 56 MLA Documentation and Format. If you have not used secondary sources in a while, please review, as well, chapters 52 through 54. <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"> • D2L Discussion Board posting: by Friday, 10 July, introduce yourself to class in a hundred words or so. • Pretest by Wed. 8 July, before 11:30 p.m. (Your score will not be included in your final grade.) On the D2L Menu, click Tests > Pretest • W1 (Thesis statement and two topic sentences):

Week	Readings and Assignments
	<p>Upload to Dropbox by Wed. 8 July, before 11:30 p.m.</p> <ul style="list-style-type: none"> • Quiz 1 Subject/Verb Identification (Quizzes 1-3 will open on Monday, 6 July, at 5 a.m., and close on Sunday, 12 July, at 11:30 p.m.) • Quiz 2 Phrases/Clauses/Fragments • Quiz 3 Comma Splices and Fused Sentences • W2 (Thesis sentence, two body paragraphs, and reference page) Upload to Dropbox by Sun. 12 July, before 11:30 p.m.
<p>Week Two Monday, 13 July +</p>	<p>Review in D2L under Content / Writing Assignments:</p> <ul style="list-style-type: none"> • <i>Writing and Formatting ENGL 2113 Essays</i> • <i>Essay-Grading Rubric</i> <p>Review in LBB:</p> <ul style="list-style-type: none"> • Ch. 5 Revising • Ch. 12 Writing Arguments <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. 25 Verb Forms • Ch. 29 Agreement of Subject and Verb • Ch. 31 Agreement of Pronoun and Antecedent • Ch. 32 Reference of Pronoun and Antecedent <p>Complete:</p> <ul style="list-style-type: none"> • Quiz 4 Subject/Verb Agreement (Quizzes 4-6 will open on Monday, 13 July, at 5 a.m., and close on Sunday, 19 July, at 11:30 p.m.) • Quiz 5 Pronoun Agreement • Quiz 6 Pronoun Case • W3 (A complete essay that builds on assignments W1 and W2: introductory paragraph, body paragraphs, concluding paragraph, and reference page): due Sunday, 19 July, before 11:30 p.m.
<p>Week 3 Monday, 20 July +</p> <p>Note: 23 July, 2020 = Last Day for W, 4:00 p.m. – Drops after this date will receive</p>	<p>Read in D2L under Content, Writing Assignments:</p> <ul style="list-style-type: none"> • W4 Essay Assignment Instructions <p>Review in LBB:</p> <p>Under Section 6 Spelling and Mechanics:</p> <ul style="list-style-type: none"> • Ch. 43 Quotation Marks • Ch. 54 Avoiding Plagiarism • Ch. 52 Finding Sources • Ch. 53 Working with Sources • Ch. 56 MLA <p>To prepare for weekly grammar quizzes, review the modules in the D2L and the following chapters in LBB:</p>

Week	Readings and Assignments
grades of F.	<ul style="list-style-type: none"> • Ch. 39 The Comma • Ch. 40 The Semicolon • Ch. 41 The Colon <p>If you are an international student, please note that the patterns in chapters 39 and 40 may differ from those you use at home.</p> <p>Complete:</p> <ul style="list-style-type: none"> • Quiz 7 Commas and Quiz 8 Semicolons and Colons (Quizzes 7-8 will be open on Monday, 20 July, at 5:00 a.m. and close on Sunday, 26 July, at 11:30 p.m.) • W4 (A complete essay on a new topic: Introductory paragraph, two body paragraphs, concluding paragraph, and reference page): Sunday, 26 July, before 11:30 p.m.
Week 4 Monday, 27 July +	<p>Read in D2L under Content, Writing Assignments:</p> <ul style="list-style-type: none"> • W5 Essay Assignment Instructions (A complete essay on a new topic) <p>Read in D2L under Content, Preparing for the Final Exam</p> <ul style="list-style-type: none"> • <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 27 July, at 5:00 a.m. and close on Sunday, 2 August, at 11:30 p.m.) • Quiz 10 Apostrophes • W5 (A complete essay on the new topic: Introduction, body paragraphs, conclusion, and reference page): Sunday, 2 August, before 11:30 p.m.
Week 5 Monday, 3 August +	<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:</p>

Week	Readings and Assignments
	Final Exam (grammar and essay exams): You need to have made a reservation for your proctored exam with ProctorU: (Monday, 3 August, through Thursday, 6 August)