

Fall 2009 Session 1**Level 4****Section 1****Reading/Writing****MWF****8:30-11:00****AR 200**

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Office Hours: to be determined by the second week of classes.

Course Texts:Douglas, N. (2010). *Reading Explorer 3*. Boston: Heinle.Folse, K.S., et al. (2003). *Blueprints 2. Composition Skills for Academic Writing*. Boston, MA: Houghton Mifflin.**Description:**

This is a Reading and Writing course. In this course we will learn more about:

- thesis statements
- introductory and concluding paragraphs
- transitioning between ideas and paragraphs
- writing summaries and responses and comparing and contrasting information and ideas.

We will be reading about a variety of different topics. We will learn more vocabulary and how to read longer and more complex articles.

Assignments and Course Grading:

Grades are Credit/No Credit. Credit will only be given for grades of C (73%) or higher. You will receive separate grades for Writing and a Grade for Reading. Grades will be assigned on the following basis:

WritingHomework and Classwork 20%:

Complete all in class and out of class assignments.

Participate to the best of your ability in every class.

Be an active participant in all peer-review sessions.

Meet with your teacher to discuss your writing assignments.

Go to the Writing Center for help with your writing.

Essays and Essay Preparation 80%:

We will be writing approximately 4 formal essays during the course. The grade of each essay will be based on essay preparation, the essay and revision of the essay after it has been graded. Each essay writing assignment will count 20% of your final mark. We will discuss the essay grading process much more through the course of the class.

ReadingHomework and Classwork 20%:

Complete all in class and out of class assignments.

Participate to the best of your ability in every class.

In-Class Quizzes 40%:

We will have quizzes (mostly on the reading assignments) irregularly. You should come to class prepared each day to answer questions about your assigned readings.

Reading Journal 40%:

You must keep a journal of responses to all the readings that we do. Your responses may be informal but they must show a clear attempt at comprehension and organization. You should also comment on what you think about the reading. Say if you liked it or didn't like it. Say if you thought it was interesting or boring. You could also say if you thought it was easy or difficult. In your reading journal, write down new words that you see in the reading that you want to learn. Your journal will be graded at least 4 times during the session.

Absence Policy:

You may not have more than 2 absences. Each student is allowed 2 absences without affecting the student's grade. Each additional absence will cause your final grade to be reduced by one letter grade.

Definition of Absence and Tardy:

A student not being present for an entire class period is ABSENT.

A student coming in over 20 minutes late is ABSENT.

A student coming into class more than 5 minutes late but less than 20 is considered tardy.

Excused Absences

If an absence is due to illness, the teacher has to be notified before the next class (if possible). Students can email the instructor or call the Main English Office and leave a message (285-8580). It is the responsibility of the student to bring a note from a doctor or the health center stating that the student could not attend class on the specific day.

If a student misses class because of a field trip, they must bring the teacher a note from the teacher of that class before the absence, explaining the reason for the planned absence.

In all cases of an absence, it is the responsibility of the student to contact the teacher in order to ask about any missed assignments and to pick up any missed handouts.

Academic Honesty:

Academic dishonesty includes using unauthorized aids during tests and other assignment and submitting someone else's work as your own. It also includes plagiarism, which is using another's word or ideas without proper citation. Plagiarism is not permitted in this class or any class at Ball State University. You cannot use material written by someone else, or written by you for another class without documenting this.

Academic dishonesty may result in No Credit, and may result in being expelled from the university. This topic will be addressed more thoroughly in class throughout the semester.

Accommodation:

If you need course adaptations or accommodations because of a disability, if you have emergency medical information to share with me, or if you need special arrangements in case the building must be evacuated, please make an appointment with me as soon as possible. My office location and hours are listed at the top of the syllabus.