Instructor: Terence A. Dalrymple

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Office Hours: MW: 9:00-10:00 & 1:00-2:00; TR: 11:00-12:00 & 1:00-2:00; and by appointment

Course: English 1301--English Composition

Catalog Description: Emphasizing the writing process, the course offers abundant practice in producing effective prose essays as well as in analyzing and discussing selected readings.

Prerequisites: English 130C or an acceptable score on the English section of the ACT or the verbal section of the SAT.

Purposes: This course is designed to improve students’ writing skills by providing abundant discussion and practice of the writing process (planning, drafting, revising, and editing). It includes instruction in grammar, mechanics, organization, development, and style.

Major Objectives: Students will make progress in the following areas:
--Learning fundamental principles, generalizations, or theories (IDEA #22)
--Developing skill in expressing themselves orally and in writing (IDEA #28)
--Learning to analyze and critically evaluate ideas, arguments, and points of view (IDEA #31)

Student Learning Outcomes: Students will be able to perform the following tasks effectively:
--Identify and correct major flaws in grammar, mechanics, punctuation, and usage.
--Plan, draft, and revise effectively organized and executed essays.
--Incorporate awareness of audience and purpose into the writing process.
--Incorporate an appropriate variety of composing strategies into the writing process.

Assessment Procedures: Student learning outcomes will be assessed via daily assignments, exercises, quizzes, essays, and group and class discussions.

Student Activities: Students’ major activities during the semester will include reading, listening to and taking notes on lecture material, discussing course material in class and group discussions, completing a variety of exercises, writing essays, completing quizzes and exams.

Evaluation Procedure: The course grade will be determined as follows:

Daily Work (includes exercises and notebooks)........................................20%
Quiz Average.........................................................................................15%
Essay 1.................................................................................................10%
Essay 2.................................................................................................10%
Essay 3.................................................................................................20%
Essay 4.................................................................................................20%
Final Exam.........................................................................................05%
Grading Scale: 90-100 = A; 80-89 = B; 70-79 = C; 60-69 = D; 59 & below = F

Major Assignments and Deadlines:
--Reading assignments are periodic throughout the semester; students are expected to complete each assignment by the deadline specified.
--Daily Work includes (but is not limited to) written and oral responses to questions, individual in-class work, in-class group work, assigned work with thesis sentences, drafts, and peer editing, and exercises. No late or make-up daily work will be accepted for credit.
--Quizzes over assigned readings typically consist of ten to twenty short-answer questions about the content, structure, and meaning of the readings. Editing quizzes are typically longer and will be explained as they approach. No late or make-up quizzes will be given.
--Major writing assignments (essays) will be assigned throughout the semester and will vary in length; they must be typed. The professor will provide writing topics. Written assignments must be completed and submitted by the specified due dates. No late assignments will be accepted except in verifiable cases of illness, family emergency, or University business.
--The final exam will be an objective, comprehensive exam.

NOTE: Unless I specify otherwise, I accept no major writing assignments via e-mail attachment. Hard copy of assignments must be turned in during class.


Other Requirements: A spiral notebook for class notes and reading notes
A three-ring binder for drafts, final essays, and other material

Use of Texts: You must have the textbook to complete the work for this class. You must bring the book to class every day. Being without a book does not constitute a legitimate reason for failing to complete reading, writing, or in-class assignments. For some in-class assignments, students may not share books, nor will the teacher provide books. Students without textbooks in class may be counted absent for that day.

Attendance Policy: Students are expected to attend every class meeting. They are expected to arrive on time and remain in class for the entire class period. Typically, the only valid reasons for missing class are illness, family emergency, and University business. Except in cases of emergency, doctor appointments should be scheduled for times other than class times. Students requesting make-up work or permission to submit late work must provide evidence of a valid reason for missing class. Students who know in advance that they will miss a class should consult with the professor in advance. Any student who accumulates six (6) absences will receive an F for the semester.

Students who are habitually late to class, habitually leave class early, or habitually leave and then return during class time will be counted absent for every two occurrences. If another professor regularly keeps the class late prior to this class, you
should consult with that professor about leaving in time to attend this class. If you have difficulty finding a parking place, you should adjust your schedule accordingly so that you can arrive to class on time. If you must regularly leave class to visit the restroom, you should consult a doctor.

Please note that I do not distinguish between “excused” and “unexcused” absences. An absence is non-attendance of any regularly scheduled class time. While I sincerely hope (as I’m sure you do) that you will not experience any extreme case of illness or family emergency, they do occasionally happen. **Any student who must miss three weeks or more of classes for any reason should seriously consider withdrawing from the course.**

**Observances of Religious Holidays:** A student who intends to observe a religious holy day should make that intention known in writing to me prior to the absence. A student who is absent from classes for the observance of a religious holy day shall be allowed to take an examination or complete an assignment scheduled for that day within **what the instructor deems** a reasonable time after the absence.

**Honors Statement:** Angelo State University expects its students to maintain complete honesty and integrity in their academic pursuits. Students are responsible for understanding the Academic Honor Code, which is available on the web at [http://www.angelo.edu/forms/pdf/honorcode5.pdf](http://www.angelo.edu/forms/pdf/honorcode5.pdf). **Students caught cheating on a quiz or exam will receive a zero for that assignment; if caught a second time, they will fail the course. Students submitting plagiarized written assignments will receive an F for the course.**

**Common Courtesy:** Students are expected to exhibit common courtesy toward their professor and their classmates at all times. A few guidelines for common courtesy follow:

--arrive on time and remain for the full class time
--if late arrival or early departure is unavoidable, sit near the door to avoid distracting others
--remain seated unless class assignment requires otherwise
--do not hold individual conversations unless directed to do so by the professor
--stay awake
--work on this course material only
--do not eat
--do not pop gum
--do not begin packing prior to the official end of class
--do not wear any sort of headphones
--prior to entering the classroom, turn off all cell phones and other electronic devices that might create a distraction.

--**NOTE:** Formal, professional studies have demonstrated that no matter how good we think we are at multi-tasking, activities such as texting during class lecture/discussion significantly diminish our attention to lecture/discussion material and, therefore, our comprehension and understanding of that material. For your own sake, then, you may not use electronic equipment (e.g., head phones, cell
phones, computers) in the classroom without the express permission of the teacher. Any student using such devices during class for any reason will be asked to leave the classroom and will be counted absent.

**Students’ Special Requirements:** Persons with disabilities that may warrant academic accommodations must contact the Student Life Office, Room 112 University Center, in order to request such accommodations prior to any being implemented. You are encouraged to make this request early in the semester so that appropriate arrangements can be made.

**Student-Professor Communication:** Other than class time, you may consult with me in person during the office hours specified at the beginning of this syllabus or during another specified time on which we have agreed in advance. You may also contact me via e-mail or telephone. However, I neither check nor respond to telephone messages as regularly as I do e-mail messages. In addition, I do not check or respond to e-mail or phone messages after I have left my office for the day (usually between 4 and 5 p.m.).

**Please Note:** Your syllabus for this class lists class policies and deadlines for all major assignments. Please consult the syllabus before e-mailing or calling with questions that are answered there.

**Please Also Note:** A college education includes learning to communicate appropriately with individual audiences. To help you practice effective communication, I require that e-mails to me be designed and written appropriately for your purpose and audience. All e-mails must begin by addressing me (e.g., Dr. Dalrymple); they must be written following the conventions of standard written English (e.g., complete sentences, capitalization where necessary, punctuation where necessary, correct spelling); they must end with your first and last name and the course and section number (unless the course and section # are included in the text of the message). **I will not respond to e-mails that do not follow these easy guidelines.**

**Student Success:** This course is designed so that all students with college-level skills in reading, writing, note-taking, and study skills can pass with a C or higher, so long as they complete all assignments on time, attend class regularly, and remain attentive during class time. More specifically, successful students will

--- attend every class meeting on time and remain for the full time;
--- regularly consult the syllabus for assignment deadlines and course policies;
--- complete all reading assignments on time and bring reading materials to class;
--- remain attentive during class and follow guidelines of common courtesy;
--- take notes on class material, particularly on terminology discussed and on other major topics of discussion;
--- review notes regularly;
--- participate in class and group discussions;
--- ask questions about material that remains unclear;
--- study for quizzes and exams as suggested by the professor;
--- write essays as directed by the instructor.
Daily Assignments

T 8-28  Introduction to the course

R 8-30  Discuss writing

T 9-4  *Guide* Ch. 2, pp. 17-29 (Reading)
Discuss critical reading assignment
Discuss graveyard errors

R 9-6  Critical reading assignment due
*Guide* Ch. 3, pp. 37-45 (Critical Thinking)
Discuss critical thinking assignment

T 9-11  Critical thinking assignment due
*Guide* Ch. 4, pp. 60-65 & 69-73 (Recalling Experience)
Exploring and Generating Ideas for Essay 1
Read about sentence fragments, comma splices, and fused sentences, pp. A-40-A-42

R 9-13  Sentence fragment, comma splice, and fused sentence assignment due
Discuss strategies for generating ideas
*Guide* Ch. 13, pp. 262-278 (Stating a Thesis and Planning)
Discuss Essay 1

T 9-18  Essay 1 Topic, thesis, and planning due
*Guide* Ch. 14 pp. 284-299 (Drafting)

Q&A for Essay 1

T 9-25  Complete draft of Essay 1 due
*Guide* Ch. 15, pp. 300-317 (Revising and Editing)
Essay 1 workshop

R 9-27  TBA

T 10-2  Final draft of Essay 1 due
Quiz over previous material

R 10-4  *Guide* Ch. 5, pp. 80-92 (Observing)
Read about misplaced and dangling modifiers, p. A-49

T 10-9  Observation notes due
Misplaced and dangling modifiers assignment due
Discuss Essay 2

R 10-11  Essay 2 topic, thesis, and planning due
Read about using commas and apostrophes, pp. A-53-A-54
Q&A for Essay 2
T 10-16 Complete draft of Essay 2 due
Guide Ch. 5, pp. 92-96
Essay 2 workshop

R 10-18 Final draft of Essay 2 due
Quiz over previous material

T 10-23 Guide Ch. 6, pp. 99-113 (Comparing and Contrasting)
Discuss Essay 3

R 10-25 Topic, thesis and planning for Essay 3 due
Guide Ch. 6, pp. 114-117
Q&A for Essay 3

T 10-30 Complete draft of Essay 3 due
Read about comma usage, A-53-A-54
Workshop Guide Ch. 6, pp. 114-116
Essay 3 workshop

R 11-1 Final draft of Essay 3 due

T 11-6 Comma usage assignment due
Guide Ch. 7, pp. 119-129 (Taking a Stand)

R 11-8 Guide Ch. 7, pp. 129-140
Exploring, Planning, and Drafting Essay 4

T 11-13 Topic, thesis and planning for Essay 4 due
Q&A for Essay 4

R 11-15 Guide Ch. 7, pp. 140-144
Read about active and passive voice, first column on p, A-50

T 11-20 Complete draft of Essay 4 due
Workshop

R 11-22 Thanksgiving HOLIDAY

T 11-27 Final draft of Essay 4 due
Discussion of completed draft

R 11-29 Quiz over previous material

T 12-4 Review

R 12-6 Review

T 12-11 Final Exam, 8:00-10:00 a.m.