**English 202**

Spring 2018

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Office hours: Mondays & Wednesdays 11:00 am-noon; Wednesdays 3:30-4:30 pm,

and by appointment

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**REQUIRED TEXTS**

Available in text rental:

* Kirszner, Laurie G., and Stephen R. Mandell. *Practical Argument.* Second edition, Bedford/St. Martin’s, 2014.

Available for purchase in the University Bookstore:

* Hacker, Diana, and Nancy Sommers. *Rules for Writers*. 8th edition. Bedford/St. Martin’s, 2016.

\*\***BRING EVERY DAY\*\***

YOU MUST PURCHASE THE 8TH EDITION UNLESS YOU ALREADY OWN THE 7th EDITION!

You will need it all through college, so it will be a good investment.

* You will also be required to read a nonfiction book later in the semester. You may have seen these books in the bookstore. DO NOT PURCHASE ANY NOW! You will be choosing ONE of those books to read in class, and you can choose to get it from a library or get it used instead of purchasing it new.

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**REQUIRED MATERIALS:**

* A notebook with lots of clean paper – BRING EVERY DAY
* A two-pocket folder
* A stapler or numerous paperclips
* Multiple pens and/or pencils – BRING EVERY DAY

**CLASS OBJECTIVES**

This class will focus on the essentials of argument and research. We will not cover creative writing in this class. We will not discuss basic composition and grammar, as that was covered in English 101. If you feel you still require assistance with grammar and composition, I recommend frequent visits to the TLC (Tutoring-Learning Center, Albertson Hall 018).

As with all English classes at UWSP, you will

* Compose an articulate, thoughtful, grammatically correct, and logically organized piece of writing with properly documented and supported ideas, evidence, and information suitable to the topic, purpose, genre, and audience.
* Apply your understanding of elements that shape successful writing to critique and improve your own and others’ writing through effective and useful feedback.

Specifically in this English 202 class, you will

* learn how arguments are formed, how to identify strong and weak arguments, how to form and identify a rebuttal/refutation, and how these arguments affect your audience
* be able to take research and integrate it into your own writing
* be proficient with both MLA and APA styles of documentation
* perform appropriate college-level research by identifying various kinds of sources, evaluating their rhetoric, knowing how and when to use appropriate sources, and learning how to analyze sources, and incorporating them into your writing
* critically analyze an argumentative nonfiction book
* work with your peers to improve your writing and critical thinking skills

**ATTENDANCE**

You are required to attend every class. There are no “excused” vs. “unexcused” absences. I teach more than just this class; I don’t have the time to respond to emails asking, “What did I miss?” and I guarantee I will not respond if you ask “Did I miss anything important?”. I put a lot of class information and materials on D2L. Check there or talk to a classmate if you miss class – **there is no need to contact me UNLESS you are going to miss multiple class periods OR you will be absent the day a paper or exam is due**.

It is entirely your decision to miss class (and there may be times it is the right decision), but don’t be surprised when missing class negatively impacts your grade.

If you are in a UWSP-sanctioned sport or activity that may require you to miss class, I need official documentation ahead of the absence, and you will need to meet with me to discuss how to complete the coursework, if necessary.

If you have a serious illness or family emergency, contact me as soon as possible before the absences are insurmountable, otherwise I will assume that you are just skipping class.

Also, just because you inform me of an absence does not mean I will automatically accept late work or give you an extension. (My late work policy is later in the syllabus.)

You are also expected to be to class on time each day and stay the entire class period. In addition, arriving late to class, leaving early, or leaving class and returning a short while later are distracting and not acceptable. Occasional late arrivals or emergency departures are fine, but do not make it a habit. If you are going to be late to class, you MUST wait outside the room until an appropriate moment arrives for you to enter. If you are going to be more than 10 minutes late to class, don’t bother coming. I’ve already marked you absent.

So, after all that is said, I grade attendance as follows:

* Everyone starts with 50 attendance & participation points
* You are allowed to miss 3 classes without losing any points. After the fourth missed class, I will deduct 10 points from your attendance grade EACH time you miss class.

\*\* Please be aware that if you miss more than 6 classes, you will almost certainly fail the course.\*\*

* You are allowed to be late to class twice. After the third time, I will deduct 10 points from your attendance grade EACH time you are late to class.
* You are allowed to leave early or leave class & return a short time later twice. At the third instance, I will deduct 10 points from your grade EACH time this behavior occurs.

If your attendance grade drops to 0, I will continue to deduct points off of your overall class grade.

If you have a medical condition that may cause you to frequently leave class, you should let me know.

**PARTICIPATION**

Every student will actively participate in classroom discussions. This includes keeping up with reading and writing assignments, being an active listener and thoughtful speaker, staying on task, and paying attention.

You fail to participate when you do any of the following:

* Talk while another person is talking
* Talk while I am lecturing or speaking
* Use your phone after class begins
* Refuse to participate
* Fall asleep in class
* Do not complete the day’s reading

Any of these infractions are subject to removal from class and a decreased or failing grade.

In addition, I will deduct 10 points from your attendance & participation grade EACH time any of the above infractions occur. I reserve the right to not give a warning before I deduct points. And, as above, if your attendance grade drops to 0, I will continue to deduct points from your overall class grade.

**PLEASE NOTE**

This class is intended for people with a commitment to their studies. If you are unable to show respect for me or your fellow classmates, please drop this course. I have no time for anyone who will hinder the learning experience of others, including myself, in this class.

**CLASS POLICIES**

1. You will be respectful of all people in the classroom at all times. This includes listening and not speaking when others are talking, being respectful of others in the class, paying attention, and maintaining academic integrity by not plagiarizing or cheating.

2. You will be respectful of my time, which means you will not beg me to redo an assignment, ask if something is “OK” if it doesn’t match the assignment, nor will you talk while I am talking.

3. I assess your performance class by grading your written work, mainly through your major papers. Therefore, I cannot accurately nor fully assess you unless you hand in your papers. You can’t pass the class on just small assignments, attendance, or a miracle. I also have a strict late paper policy, so you can’t turn in the paper whenever you feel like it (which is incredibly unfair to your classmates). **Be aware that failure to turn in even ONE paper will result in decrease of an entire letter grade – and possibly more – from the final class grade.** This will also set the stage for almost certain failure in this class. Therefore, you need to take responsibility for your actions and work.

4. Laptops and tablets are **not allowed** in class unless I specifically mention you can bring them for a work day.

5. Video and/or audio recording in class is not allowed.

6**. Cell phones must be TURNED OFF (or on Airplane Mode) AND COMPLETELY OUT OF SIGHT.** Neither you nor I need the distraction. Even if there is a “down” moment in class (i.e. you finish a quiz before the entire class is finished), please refrain from checking your phone. (See the above policy regarding points deducted by using a phone in class.)

7. Ear buds/headphones are not allowed to be used during class. They need to be put away upon arrival in class (which means you cannot wear them around your neck during class).

8. Assignments are due in class on the date due, or as instructed on the specific assignment. I do not accept emailed papers or papers turned in on my office door without prior approval.

9. All required assignments must be posted to D2L’s **Dropbox** to check originality for credit. I will not grade papers until they are posted on D2L, and if they are not posted, the grade will remain a 0.

**If you turn in a paper on D2L but not in class in print format (if required), that assignment will not be graded and you will receive a 0 for the entire assignment until you hand in the paper version.** Therefore, the late paper policy will be in effect even if you turn in the paper on D2L on time.

10. Class information, grades, and course materials will be on D2L. Make sure you regularly check your grades on D2L, and let me know if you see a major discrepancy. Also, regularly check your UWSP email.

11. All work in this class must be original (i.e. your own creation) and new in execution. You are NOT allowed to turn in work done for a previous class (in whole or part, from high school or another college course), nor may you use work from this class in future classes. If you do so, it constitutes academic misconduct, a serious offense, and it will be reported to the Office of Student Rights and Responsibilities. I will also not grade the assignment completely, and you may either receive a D or F depending on the severity of the infraction.

12. If you have a detailed question or concern about an assignment, grade, or the class, I would prefer if you made an appointment to talk to me during my office hours. Talking to me before or after class often affords you no privacy. In addition, before class begins, I’m getting materials ready and preparing to teach, and talking to me before class is distracting to me and makes the other students wait for class to begin. If you have a brief question, talking to me after class is slightly better, but it may not be the best choice, either, as I have to teach another class in a few minutes (and you may also need to attend another class). If you have a concern, please email me to set up an appointment and/or come to my office hours. This way I will be able to focus on your question without the prying eyes of the class.

**LATE WORK POLICY**

It is rude to assume I will grade your paper whenever you feel like handing it in. It is also unfair for the students who handed their papers in on time if they have to wait for me to grade a late paper. And again, papers that are only turned in on D2L on time without a paper copy will be considered late. Therefore, I have a strict late paper policy which applies ONLY to major papers (worth 100 points):

**If your paper is one class period late = -15 points**

**Two class periods late = -30 points**

**More than 2 class periods late = 0 on the assignment**

Also, I reserve the right to provide fewer comments on late papers. And remember, “class periods” refers to when we meet (i.e. If the paper was due Wednesday, you can hand it in Monday with 15 points deducted, and so on.).

I appreciate advance notice if you plan to hand in a late paper. If you know you will be absent ahead of time (if, for example, you’re in a UWSP sport and will miss class), please get me the documentation ASAP and I may be willing to work with you to avoid point loss.

**ABSENT FOR EXAM POLICY**

If you are absent the day of the midterm and you do not notify me ahead of time, you will get a 0 on the exam and you will not be able to make it up. If you know you will be absent or are ill the day of an exam, I need notification BEFORE the exam, and even then, it is at my discretion to allow you to take the exam at a different time (and with possible point loss).

If you are physically unable to contact me before the exam, you need to contact me ASAP with appropriate documentation of the absence. Again, it is at my discretion if I allow you to take the exam at a different time.

COURSE REQUIREMENTS

**Participation/Attendance**

You will start with 50 points for attendance and participation. See my above policies for how points are deducted.

**MLA and APA citing**

We will spend several class periods learning how to correctly cite sources in MLA and APA format. To test and enhance your skills, you will complete quizzes, writing assignments, and in-class work. There will be 100 total points available for this grade component (each assignment will be worth approximately 10 points). I will drop the grades of the TWO LOWEST-SCORED assignments. Therefore, 120 points will be available, but only a maximum of 100 points will count towards your grade. (This means you cannot make up these assignments if you miss or don’t complete them.)

**Current Events discussion**

Each Tuesday, we will spend a bit of class time discussing current world events. Each article you post to D2L AND discuss in class will be worth 10 points, with a maximum of 50 points.

**Papers**

You will write four papers of varying styles and topics. Each paper is worth 100 points. You will write

1. An I-search paper on your career or major (approx. 3-5 pages in length, in MLA format)
2. An evaluative biography paper (approx. 3-5 pages in length, in MLA format)
3. A literature review of a current event topic (approx. 3-5 pages, in APA format)
4. An annotated bibliography with connections to your lit circle book (approx. 3 pages, in MLA or APA format). This will count as your final exam.

All will utilize UWSP library’s many resources. Some class periods will be in the library as well.

You are also required to peer edit drafts of some of the papers in class. These points will be part of the final paper grade (more details will be posted on the actual assignments).

**Midterm Exam**

You will have a midterm exam worth 100 points.

**Nonfiction literature project**

In small groups, you will read a nonfiction argumentative book that you have chosen from a list. You will meet with your group and analyze and discuss the book, and you will complete writing assignments on your book. These assignments will be worth 150 points total. You will also be required to plan and lead a small group activity (50 points). Finally, you and your group will then present your book to the class (100 points).

**REQUIREMENT AND POINT BREAKDOWN:**

Attendance & participation 50 points

Citing assignments/quizzes 100 total points

Current events 50 total points

I-search paper 100 points

Evaluative biography paper 100 points

Midterm exam 100 points total

Literature review 100 points

Literature circles assignments 150 points total

Lit. circles discussion activity/leader 50 points

Lit circle presentation 100 points

Annotated bibliography 100 points

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Total 1000 points

Approximate point/letter grade correspondence:

940+ = A 900-919 = B+ 820-839 = C+ 740-759 = D+

920-939 = A- 860-899 = B 780-819 = C 680-739 = D

840-859 = B- 760-779 = C- below 680 = F

**\*\* PLEASE NOTE: Your grade is point-based, not percentage-based. \*\***

**A QUICK GUIDE TO PLAGIARISM**

Plagiarism is, essentially, taking credit for someone else’s work. It includes turning in a paper written by someone other than you (with or without permission), downloading a paper off the internet, turning in the same paper for multiple classes, or incorrectly using a source.

It is up to you to pay attention in class, follow *Rules for Writers,* and ask questions in regards to citing and plagiarism. **Ignorance is not an excuse.**

If I discover plagiarism, I will first contact you and hold a meeting in which we discuss the issue. If you fail to have proof that you did not plagiarize, I will contact the office of Student Rights & Responsibilities. They will put letter in your student file stating that you plagiarized. In addition, you will receive a 0 on the assignment, and you will be unable to make up that assignment. If you plagiarize again, I will again contact Student Rights & Responsibilities. You will then automatically receive an F for the course. **If a student has two incidents of plagiarism in one or more courses, you may be expelled from the university.**

If you have any questions, please either talk to me or contact the office of Student Rights & Responsibilities for more information.

**EMAIL ETTIQUETTE**

1. Don’t email me to ask for things that are already posted to D2L .
2. Don’t email me asking me trivial matters (E.g. “Should I bring my book to class?”).
3. Please allow 24 hours for a response via email (Monday morning for a weekend email).
4. Be respectful and professional in email correspondence (i.e. Don’t address me as “Hey You” or “Yo”).
5. Don’t send me drafts for review.
6. Realize that sometimes it DOES hurt to ask.
7. Use email sparingly, and only for urgent concerns. This will save time for everyone.