Professor Kirsten Lodge
217 Bea Wood Hall, 940-397-4363
Class meets TR 2:00-3:20 in DB 342
E-mail: kirsten.lodge@mwsu.edu
Office Hours: MWF 10-12:30 and 2:15-2:15, and by appointment

Rhetoric and Composition: English 1123, Section 222
Spring 2012

Texts and Website Access Code

• Access Code for mycomplab.com, which may be purchased at the bookstore with the book or separate from the book, or during online registration.

Course Goals

• Write thesis-based essays that provide strong support and specific details;
• Learn how to avoid plagiarism;
• Engage in a writing process that includes invention, drafting, and revision;
• Demonstrate proficient use of Standard Written English;
• Respond critically to texts at a high academic level;
• Write effective position essays;
• Find, evaluate, and synthesize credible sources in support of a research paper;
• Document sources responsibly and follow the MLA style guide.

Further information on course goals is available on the English Department website at http://libarts.mwsu.edu/english/.

Course Requirements

• **Informal Essay**: Draft (5%) and Final Essay (10%)
• **Critical Response**: Draft (5%) and Final Essay (10%)
• **Position Essay**: Draft (5%) and Final Essay (10%)
• **Research Paper**: Proposal with Annotated Bibliography (5%), Draft (10%), Final Paper (15%)
• **Graded In-Class Essay** (5%)
• **Exercises and Quizzes**: Short grammatical, stylistic, analytic, and other writing exercises will also be assigned periodically to the class as a whole and to individuals who need work on specific topics (5%)
• **Final Exam** (15%)

Length: Essays, 750-word min. each=c. 3.5 pp.
Research Paper, 1500-word min.=c. 7 pp.
In-Class Essays: 350-word min. each=c. 1.5 pp.
Note on Drafts: Please note that the drafts are required and total 30% of your final grade. Research has shown that students’ writing improves significantly more when they revise drafts based on instructor comments than when they receive comments only on the final essay. You will get a $\sqrt{\cdot}$, $\sqrt{\cdot}$, or $\sqrt{+}$ on your draft. These scores indicate approximately how much work you need to do for the final version. A $\sqrt{+}$ indicates that you have a good draft, but it does not mean that you do not have to revise it, and it certainly does not necessarily mean that you will get an A on your paper! You are expected to revise your draft extensively for the final version of each assignment.

Attendance and Punctuality: It is essential that you come to class and participate. Absences will be excused on the basis of a note from a doctor, dean, or coach, or for religious holidays, if you inform me in advance. Exceptions may be made under certain circumstances if you explain your situation to me. It is your responsibility to explain your absence to me; if you do not do so, it will not be excused. Repeated lateness will be counted as an absence. If you have more than three unexcused absences, your final grade will be lowered by one point for every additional unexcused absence. Excellent attendance, on the other hand, will be rewarded.

Writing Notebook: Please purchase a notebook for this class in which you will do in-class exercises and writing and use for notes when preparing your papers.

Final Examination

May 5. The final exam will be similar to the Writing Proficiency Examination.

Grading Policies

In this class, the following numerical equivalents for final grades are used:

$A = 100-90\%$; $B = 89-80\%$; $C = 79-70\%$; $D = 69-60\%$; $F = 59-0\%$.

IMPORTANT: For freshmen and transfer students entering MSU in fall 2011 or later, a grade of $C$ or higher in ENGL 1113 is a prerequisite for enrolling in ENGL 1123, and a grade of $C$ or higher in 1123 is required for graduation.

The Writing Competency Rubric lays out the standards by which your writing will be evaluated, and you should refer to it frequently. Written handouts explaining what is required and expected in each assignment will complement the Writing Competency Rubric.

Assignments and Submission Policies

All assignments and announcements for this course will be posted on mycomplab.com. You must also provide your email on the website so that I may contact you by email if necessary. You are responsible for checking the website and your email daily for any assignments, clarifications, reminders, or other communications from me.

All assignments must be submitted through mycomplab.com, and a list of your assignments and grades will always be available to you on that website. This is the first time I am using this site, so I appreciate any feedback you might have. Please let me know immediately if you are having problems accessing or working on the website. If you do not tell me you are having technical problems and they cause you to miss an online assignment, you will get a zero on that assignment.
All papers must be in MLA format, which we will learn in the course.

By enrolling in this class, the student expressly grants MSU a “limited right” in all intellectual property created by the student for the purpose of this course. The “limited right” shall include but not be limited to the right to reproduce the student’s work in order to verify originality and authenticity, and for educational purposes.

**Late Paper/Assignment Policy**

Late final assignments will be marked down one third of a letter grade per day (i.e., A > A-) unless you have a good reason for lateness and have spoken to me about it beforehand. No late drafts will be accepted and you will get a 0 on the assignment, unless you have a good reason for late submission and have spoken to me about it beforehand.

**Plagiarism Policy**

*From the Student Handbook:*

**Academic Dishonesty:** Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individual’s to whom credit is given). Additional guidelines on procedures in these matters may be found in the Dean of Students office.

a. The term “cheating” includes, but is not limited to: (1) use of any unauthorized assistance in taking quizzes, tests, or examinations; (2) dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; or (3) the acquisition, without permission, of tests or other academic material belonging to a member of the university faculty or staff.

b. The term “plagiarism” includes, but is not limited to, the use, by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgment. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

c. The term “collusion” means collaboration with another person in preparing work offered for credit of that collaboration is not authorized by the faculty member in charge.”

**NOTE:** You may not submit a paper for a grade in this class that already has been (or will be) submitted for a grade in another course, unless you obtain the explicit written permission of me and the other instructor involved in advance. This is known as self-plagiarism, and the penalty is an F in the course and the commencement of disciplinary proceedings. Purported ignorance of this policy will not be accepted as an excuse.

Plagiarism is the most important issue that we will address in this course. Deliberate plagiarism or cheating will result in an F in the course and commencement of disciplinary proceedings. I will point out any accidental plagiarism in your drafts, and if you do not fix it on the final paper you will receive a 0 for the assignment. If you make a sincere attempt to fix it but do not change it sufficiently, your grade on the assignment will be lowered one full letter grade.

**Students with Disabilities**

If you require special accommodations, please contact Disability Support Service, 168 Clark Student Center, 397-4140, at the beginning of the semester so that appropriate arrangements can be made. Arrangements cannot be applied retroactively.
Safe Zones

This classroom is a “safe zone” in which all students will be treated and will treat one another equally, regardless of gender, race, ethnicity, national origin, religious affiliation, sexual orientation, political beliefs, age, or ability. Diversity of thought is encouraged.

Contacting Your Instructor

All instructors in the Department have voicemail in their offices and MWSU e-mail addresses. Make sure you add your instructor’s phone number and e-mail address to both email and cell phone lists of contacts.

University Writing Labs

I encourage you to begin drafting papers as early as possible and to take advantage of the MSU Writing Labs located in The Moffett Library Lounge (Tues., Thurs., and Sun., 6-9 p.m.) and in 224 Bea Wood Hall (Mon.-Thurs., 9-4). Tutors will not edit your papers for you, but they will provide you with specific suggestions for improving your writing at any level.

Other Policies

Food: You may bring beverages to class, but please do not eat while class is in session.

Computers: You may bring your computer to class to take notes if you wish, but you may access the Internet only with my consent, e.g. to look up something related to our discussion. You may not check email during class.

Cell Phones: You may not use your cell phone in class. Yes, I can see you texting behind your books or under the desk, even in the back of the class.

Attention: Please remain alert and do not lay your head down on your desk during class.

Class Dismissal: Please do not start to pack up your things or leave until I have dismissed the class. If you believe I have gone over the allotted time, please raise your hand and let me know.

Books: You must bring your books to class for reference and in-class exercises.

Repeated or serious violations of course policies will result in a lowered grade.

Writing Proficiency Requirement

All students seeking a Bachelor’s degree from Midwestern State University must satisfy a writing proficiency requirement once they have 1) passed English 1113 and English 1123 and 2) earned 60 hours. You may meet this requirement by passing either the Writing Proficiency Exam or English 2113. Please keep in mind that, once you have earned over 90 hours, you lose the opportunity to take the $25 exam and have no option but to enroll in the three-credit-hour course. If you have any questions about the exam, visit the Writing Proficiency Office website at http://academics.mwsu.edu/wpr, or call 397-4131.
Important Dates

*Note: these dates are subject to change; for up-to-date schedule and all assignments, see mycomplab.com*

**Jan.**
- 17 Course introduction
- 19 Online resources introduction: meet in computer lab
- 26 In-class workshop on informal essay draft
- 31 Submit first informal essay draft

**Feb.**
- 7 Informal essay due
- 16 In-class workshop on critical response essay draft
- 21 Submit critical response essay draft
- 28 Submit critical response

**March**
- 8 In-class workshop on position essay draft
- 12-16 no class
- 20 Submit position essay draft
- 27 Submit position essay

**April**
- 3 Submit research proposal with annotated bibliography
- 12 In-class workshop on research paper draft
- 17 Submit research paper draft (with Works Cited list)

**May**
- 2 In-class essay
- 4 Submit research paper
- 5 Final exam