

ENG 071 Fundamentals of Writing

Fall 2009 Section 12716

Mondays and Wednesdays GCC North A 115*

Dr. Ruth Callahan Voice mail: 623- 845-3769

Email: ruth.callahan@gmail.com**

Office 05 132

Office Hours:

Blackboard web address: <http://www.maricopa.edu/blackboard/>
(for announcements and grades)

Course folder address: <http://www.gc.maricopa.edu/>
("Current Students" → "Learning Resources" → "Related Links")

Mind mapping software: <http://www.mindomo.com/>

Google Docs through Google: docs.google.com

English Department home page: <http://www.gc.maricopa.edu/English>

Catalogue Description: Emphasis on preparation for college-level composition with a focus on organizational skills. Developing effective writing strategies through five or more writing projects comprising at least 2000 words in total.

Prerequisites: Appropriate English placement test score or permission of department/division chair.

This class works by building on what you already know, such as much grammar, many mechanics and an instinctive sense of good explanation, which includes providing sufficient information, thoroughly clarified and arranged sensibly.

What we will do this term, by a continuous process of writing and reading — often aloud to your colleagues, and then revising, is to work together to develop these skills, so that you, as writers, may believe in yourselves and your genuine competencies.

The very beauty of English itself, as well as its tools for construction, must be yours to use — correctly and at will.

All of this can be achieved by starting with two basic concepts:

- 1) A sentence needs to be an unsubordinated subject and its verb and
- 2) as your colleagues' audience, your job is to be active, to be ready to write about and to talk about what you have heard.

If you are not comfortable with having your classmates hear and comment on much of what you write in this class, you must change sections now!

* Glendale Community College North, 5727 W. Happy Valley Rd, Glendale, AZ. 85310

** If/ when you email me, please use your GCC — @maricopa --email. GCC has an efficient Spam filter, and your message may be put into quarantine. This often means a 24 hour delay in receiving it!

Class Requirements

Attendance: Attendance is very important in this class. There is a GREAT deal of both oral instruction and discussion involved; thus, it is critical that you be here.

I also expect you to do all the normal, polite grown-up things — like sit up sensibly, keep your feet off the furniture and do only English 091 work during the class period. No food or drinks, except water in non-spillable containers, will be allowed.

I also do NOT expect people to simply get up and walk out of class when they feel like doing so or use their cell phones; you are here to learn, and you cannot learn effectively when you wander off, mentally or physically. The third time I have to speak to you about any of these issues, you will have to leave the class, and you will be counted as absent that day.

Late/ missing work

If you miss a class, you are responsible for getting any assignments given.

You may give me one late assignment with no penalty, but I will not accept any assignments more than one week after they are due.

You may give me one other late assignment and lose a grade.

Unless circumstances are VERY extraordinary, I will not accept any make-up work after **Monday, November 30.**

Withdrawal:

Generally, a faculty member may withdraw a student who has accumulated unofficial absences in excess of the number of times that a class meets per week. Although I will use withdrawal authority at my discretion, my general rule is that if you miss **three** classes, you will be withdrawn.

If you must withdraw, it is **your** responsibility to notify Admissions and Records or risk incurring an “F” on your permanent record. Please note that you may not be withdrawn if you fail the class; you will simply fail.

Grading:

Students may choose between letter grades (A, B, C, D, F) or a Pass/No Credit option. **There is no extra credit available.**

Grades will be made up as follows:

- 200 points Grammar exercises (including a midterm)
(You should achieve at least 80% on each assigned grammar exercise, and you must hand in ALL of the required exercises.)
- 600 points 6 graded writings
- 200 points Final exams (1 grammar; 1 essay)

Information on the longer writings:

Please remember that when you hand in these writings, you need to do two things:

1) Attach a copy of the instructional handout — with your notes on it and any backup work assigned !!!!!!!!!!!!!

2) **Please give me a word count on the bottom of your work.** Your goal in this class is to write approximately 500 words on several of your papers, and one easy way for you to see the progress you are making is to simply count your words (or let your computer do it for you)!

DO record your grades and **KEEP YOUR PAPERS!** **Although we should have the Blackboard system to help us, keeping track of your own grades is your responsibility.** Please also refer to this very straightforward ways of checking your grades: [Quick Percent](#) and “My 091 Spreadsheet” in the Course folder.

| <u>Assignment</u> | <u>Due</u> | <u>Gd</u> |
|-------------------------------------|------------|-------------------|
| 6 Graded Writings | | |
| #1 Favorite Fable | W 9/16 | _____ |
| #2 Family Story | W 10/14 | _____ |
| #3 Once and Now Essay | M 10/26 | _____ |
| #4 In Class Writing Midterm | W 10/28 | _____ |
| # Wise Sayings Essay | M 11/23 | _____ |
| #6 Comparing/ Contrasting Art Essay | M 11/30 | _____ |
| TOTAL AT 600 points | | ----- |
| Final Exam | | 100 points |
| TOTAL AT 700 points | | ----- |

Assignments

Grades

Checklist

Please understand that you should achieve a score of at least 80% on grammar work assigned for this class. Be sure you are aware of exactly what needs doing for each assignment. Do look at your syllabus. You can check some of your own work by looking at the answers to the Practices in the back of the Brush Up book.

These exercises are generally due three classes after we first discuss the concept.

All grammar grades and your midterm will be averaged to make up 20% of your overall grade, but if you don't do the grammar work, you cannot receive a grade for the class.

| Assignment | Due | Gd |
|---|--------------|--------------------|
| Grammar and Mechanics | | |
| Quotation Marks (20 points possible for all* exercises) | W 9/9 | _____ |
| Subjects and Verbs | M 9/14 | _____ |
| Sentence Types | W 9/23 | _____ |
| Fragments and Run-ons*(50 points possible) | W 9/30 | _____ |
| Sub/verb Agreement | M 10/5 | _____ |
| Pronouns | W 10/21 | _____ |
| MIDTERM *(50 points possible) | M 10/26 | _____ |
| Commas | M 11/9 | _____ |
| Apostrophes | M 11/19 | _____ |
| Parallelism | W 11/25 | _____ |
| Homonyms / Capitalization | M 12/7 | _____ |
| | Total | _____ |
| TOTAL AT 200 points | | _____ |
| Final Exam at 100 points | | Total _____ |
| TOTAL AT 300 points | | _____ |

**Please be aware: this is a *tentative* schedule for our class.
It is *your* responsibility to keep up with any changes
we may have to make!**

| Date | Class work and Assignments |
|-------------------|---|
| Mon Aug 24 | <p>Getting acquainted! Introduction to the computer: Your eGCC account, the Course Folder and Blackboard</p> <p>Remember Quotation Marks?</p> <p>Beginning the Fable</p> <p>Homework for Wednesday: Refer to your Fable sheet: Rewrite your first try, but rewrite it, adding at least 50 words. Also, write at least two sentences explaining why/how you chose those words.</p> |
| Wed A 26 | <p>All class congratulations and some new learning: Evaluations and observations.</p> <p>Official Intro to Quotations: <u>BU</u> Chap 10 (p.115) Any catch up?</p> <p>Homework for Monday: Write a third fable (remember your assignment sheet)! Diagnostic “test” (in the Course Folder) due: Please use a Scantron for the test</p> |
| Mon A 31 | <p>Listening to the Third Fable More on quotation marks?</p> <p>Intro to Subjects, verbs and prepositions:</p> <p>Remember Page 1 of the syllabus? One of two things that are important for you in this class is this information: “A sentence needs to be an unsubordinated subject and its verb.” <u>BU</u> Chap 1 (p. 19)</p> <p>HW: Write 2 sentences. Color the subs/verbs/prep. phrases. “Q Marks” <u>BU</u> Ch 10 Any 3 tests except Test 1: W Sept 9 Write a fourth fable (remember your assignment sheet)!</p> |

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| Wed Sept 2 | <p>Concluding fable group work</p> <p>More on subjects, verbs and prepositions</p> <p>HW: "Q Marks" <u>BU</u> Ch 10 Any 3 tests except Test 1: W Sept 9</p> |
| Monday Sept 7 | LABOR DAY! NO CLASSES ARE HELD. ☺ |
| Wed S 9 | <p>Any last subject and verb questions?</p> <p>HW: "Subs/Verbs" <u>BU</u> Ch 1 Any 3 tests except Test 1: M S 14 GRADED WRITING #1: The Fable W S 16</p> |
| Mon S 14 | <p>Intro to Sentence Types Handout? <u>BU</u> Chap 4 (p. 51)</p> <p>HW: Create and label 2- 3 sentence types (2 each) GRADED WRITING #1: The Fable W S 16 "Sentence Types" <u>BU</u> Ch 4 Any 3 tests except Test 1: W S 23</p> |
| Wed S 16 | <p>More work on clause and sentence ID — yours and other people's</p> <p>HW: Write and label 2 examples of each type of sentence</p> |
| Mon S 21 | <p>More — yes, more! — clause and sentence ID Intro to Fragments <u>BU</u> Chap 5 (p.61)</p> <p>HW: "Sentence Types" <u>BU</u> Ch 4 Any 3 tests except Test 1: W S 23 Fragments and Run-ons 2 tests each except Tests 1: W S 30</p> |
| Wed S 23 | <p>More on fragments Intro to Run-ons <u>BU</u> Chap. 6 (p.73)</p> <p>In class thinking and writing: "When I am at my best..."</p> |
| Mon S 28 | <p>Intro to Subject-Verb Agreement <u>BU</u> Chap. 3 (pgs.41 and 212)</p> <p>Intro to the Family Story Part One (The Paragraph)</p> <p>HW: Fragments and Run-ons 2 tests each Chaps. 5 & 6: W S 30 Family Story through Part One (remember your assignment sheet!)</p> <p>HW: "Sub-verb Agr" <u>BU</u> 3 Any 3 tests except Test 1: M O 5</p> |

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| Wed S 30 | <p>More on sub-verb agr Family Story Group work</p> <p>HW: "Sub-verb Agr" <u>BU</u> Chap 3 Any 3 tests except Test 1: M O 5</p> |
| | |
| Mon Oct 5 | <p>Family Story Part Two Learning the Governing Idea and beginning the conclusion</p> <p>HW: Write your Family Story intro for discussion on W O 8</p> |
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| Wed O 7 | <p>More work on the Family Story introduction</p> |
| | |
| Mon O 12 | <p>Intro to Pronouns <u>BU</u> Chap 7 (pgs. 83 and 198) Any last Family Story questions?</p> <p>HW: Pronouns <u>BU</u> Tests 2, 4 and 6: W O 21 GRADED WRITING #2: The Family Story W O 14</p> |
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| Wed O 14 | <p>More pronoun work Intro to new writing techniques! Brainstorming and organizing your thinking: clusters, Mindomo, outlines</p> <p>The Once/Now Essay Part One HW: write this part (remember your assignment sheet!)</p> |
| | |
| Mon O 19 | <p>More work on clusters, Mindomo, outlines and further intro/conclusion strategies</p> <p>HW: Pronouns <u>BU</u> Chap 7 Tests 2, 4 and 6 : W O 21</p> <p>GRADED WRITING #3: Once/Now M O 26 (remember your assignment sheet!)</p> |
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| Wed O 21 | <p>Commas <u>BU</u> Chap. 8 (pgs. 93 and 215)</p> <p>HW: Study for your Grammar Midterm!!!! Quotations, Subjects, verbs, prepositions, agreement fragments and run-ons Bring a Scantron "Commas" <u>BU</u> Chap 8: Any 3 tests except Test 1: M Nov 2</p> |

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| Mon O 26 | <p>Grammar midterm</p> <p>HW: Prepare a cluster, Mead Map and outline (assigned topics) for an in-class paragraph — GRADED WRITING #4</p> |
| Wed O 28 | <p>The in-class paragraph</p> <p>HW: “Commas” <u>BU</u> Chap 8: Any 3 tests except Test 1: M N 2</p> |
| Mon Nov 2 | <p>“Apostrophes” <u>BU</u> Chap. 9 (pgs. 103 and 218)</p> <p>HW: “Apostrophes” <u>BU</u> Chap 9: Choose Test 2, 3 or 4, AND Tests 5 & 6: M N 9</p> |
| Wed N 4 | <p>Learning the 5 Paragraph Essay format using the Wise Sayings essay</p> <p>HW: Write an intro paragraph (remember your assignment sheet!) “Apostrophes” <u>BU</u> Chap 9: Choose Test 2, 3 or 4, AND Tests 5 & 6: M N 9</p> |
| Mon N 9 | <p>Meeting in a computer area Listening carefully to the “pieces” of the introduction Creating Mindomo maps and outlines USE 091 followed by your name as your map name</p> <p>HW: Follow your handout and write the Wise Saying essay Be sure to include a Minomo map: minimum 1/3 shared “Parallelism” <u>BU</u> Chap. 16 Tests 3, 4 and 5: M N 17</p> |
| Wed Nov 11 | Veterans’ Day: Campus Closed |
| Mon N 16 | <p>Meeting in a computer area Intro to Parallelism <u>BU</u> Chap. 16 (p. 175)</p> <p>Wise Saying group work: Meet w/ your Mindomo partner(s) Exchanging conclusions?</p> <p>HW: GRADED WRITING #5: The Wise Saying Essay M N 23 HW: “Parallelism” <u>BU</u> Chap 16 Tests 3, 4 and 5 W N 25</p> |

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| Wed N 18 | Polishing the Comp/Con essay through Persuasion and Art! Introducing some images and concepts |
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| Mon N 23 | Meeting in a computer area More on Parallelism In Class: Begin the Art essay (Do a Mindomo map if you wish) Look at the sample outlines in the course folder; choose the best for you and fill it in Remember to bring in the originals — or color copies — on Wednesday!!!!!!! HW: “Parallelism” <u>BU</u> Chap 16 Tests 3, 4 and 5 W N 25 |
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| Wed N 25 | Meeting in a computer area? Group work and polishing the Art comp/con essay HW: GRADED WRITING #6: The Art Essay M N 30 |
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| Mon N 30 | <u>BU</u> chapters 12 (p. 135 and see also p. 222) and 13 (p.145), “Homonyms” and “Capital Letters.” Do Tests 5 and 6 for each chapter M Dec 7. |
| | Happy Thanksgiving! Campus closed Thurs and Fri |
| Wed Dec 2 | Several techniques to polish your writing: <u>BU</u> Word choice Chap. 14 p.155 Modifiers Chap. 15 p.165 Other punctuation Chap. 11 p. 125 |
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| Mon D 7 | In class essay exam: topics assigned: A look at language and any last questions? |
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| Wed D 9 | In class grammar exam: bring a Scantron |
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| Wed Dec 11 11-12:50 | Meeting in a computer area for the FINAL EXAM!!!!!!! |