

SEATTLE UNIVERSITY  
CULTURE AND LANGUAGE BRIDGE PROGRAM

**CLB 090**  
**Advanced Academic Writing**  
**Winter Quarter 2014**

Instructor:	Heidi Beck	Classroom:	ADMN 324
Office:	Lynn Building, Room 101B	Days:	T & TH
Office Hours:	T & TH 11:30 a.m. – 12:30 p.m. Wed 10:00 a.m. – 11:00 a.m.	Time:	10:15 – 11:30 a.m.
Office Phone:	(206) 296-6064 hbeck@seattleu.edu	E-mail:	

*Phone calls will be returned and replies to e-mail messages provided within 24 hours (except on weekends).*

**Texts**

***American Cultural Patterns: A Cross-Cultural Perspective***

by Edward C. Stewart and Milton J. Bennett (Revised Edition)

***A Brief Guide to Writing from Readings*** by Stephen W. Wilhoit (Fifth Edition)

*Textbooks available at the Seattle University Book Store.*

**Attendance**

Regular class attendance during the quarter is mandatory. Students who miss three classes during the quarter may have their grade lowered by one letter grade.

Punctuality is also mandatory; arriving to class tardy three times is considered equivalent to one absence.

**Course Goals**

- To provide an understanding of American cultural assumptions
- To increase awareness of and effectiveness in American academic environments
- To practice translating cultural values and assumptions into specific and practical applications
- To develop student ability to produce appropriate modes of formal academic writing
- To enhance strategic reading skills
- To improve sentence level grammar

**Course Work & Participation**

The course work for this class consists of major writing assignments, text writing assignments, and in-class/timed essay tests. Other work may include grammar worksheets and sentence level exercises, out of class readings, quizzes, research, and vocabulary.

***No makeup quizzes or essay tests will be given.  
Assignments are due at the beginning of class.  
No late assignments will be accepted.***

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All formal written assignments must follow appropriate university format, such as neatly typed and **double-spaced** on white bond paper using 12-point font; the right margin should not be justified.

The upper left corner should contain the following **single-spaced** information:

CLBR 90 Advanced Academic Writing

Your Name

Date

Class participation is defined as contributing comments and questions, displaying appropriate listening behavior, engaging in course material, completing homework on time, and coming to class prepared with books, assignments and supplies.

### **Grading**

Writing assignment grades are subjective and receive points on a percentage scale.

***With major assignments, the quality of the first and second drafts carries equal credit.***

Assume the corresponding letter grade if your points are at the level listed as follows:

90 (A) Writing demonstrates very strong organizational, academic, grammatical, and vocabulary skills.

80 (B) Writing demonstrates good organizational, academic, grammatical, and vocabulary skills, but has some errors.

70 (C) Writing demonstrates generally satisfactory rhetorical, grammatical, and vocabulary skills, but contains some consistent errors.

60(D) Writing demonstrates some organizational, academic, grammatical, and vocabulary skills, all of which require improvement.

No Credit Writing demonstrates only basic organizational, academic, and grammatical skills; vocabulary is limited, and the ideas in the essay are difficult to understand.

In order to pass this class, students must earn a C grade or above. If your grade falls below, **you will be required to repeat this course the following quarter.** In this case, the letter grade F will appear on your student transcripts, but will not affect your GPA.

Percentage breakdown of grades:	Three Major Assignments	(10% x 3)	30%
	Three In-Class Essays	(20% x 3)	60%
	Participation/Progress		10%

### **Plagiarism**

Plagiarism is defined as using the ideas and words of other individuals without giving credit or acknowledging their work. It is a serious academic offense if students submit assignments as their own work, but this work in part or whole represents the work of another. In this case, an appropriate course of action or penalties will be determined according to the Policies and Procedures for violations of the Academic Honesty Code. (See the Academic Honesty Policy for further information.)

**The last day of class is Thursday, March 13<sup>th</sup>.**

NOTE: This syllabus is only a guideline of course policies and goals. The instructor reserves the right to modify course objectives, concepts, and components during the quarter. If subsequent changes in the course goals or policies occur, students will receive updated information and syllabus revisions.