

SEATTLE UNIVERSITY
CULTURE AND LANGUAGE BRIDGE PROGRAM

ENGL 101
Basic 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. 3:45 p.m. – 4:45 p.m. Wed 8:00 a.m. – 11:00 a.m. and by appointment	Time	1:30 – 3:35 p.m.
Office Phone:	(206) 296-6064	E-mail:	hbeck@seattleu.edu

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

Texts

From Thought To Word by Ann Kesslen and Kate Collins
The World of Words (8th Edition) by Margaret Richek

Textbooks available at the Seattle University Book Store.

Course Description and Objectives

This course is designed as an intensive preparation for writing in the disciplines and other writing/composition classes. The assignments will focus on developing your ability to express your ideas clearly and convincingly. One of the main goals of the class is to help you achieve independence in organizing your ideas, articulating your opinions, and presenting these to the reader. The course aims to familiarize you with the expectations and conventions of written academic discourse. A second major goal is to increase your vocabulary. Enhancing strategic reading skills, and refining sentence-level grammar are also important ongoing course goals.

Course Concepts

The course will cover the following aspects of academic writing:

- Developing a thesis, presenting ideas and supporting details, drafting, and revising
- Summarizing and evaluating ideas in written sources, synthesizing information from several sources, and citing sources citing sources, synthesizing information from several sources, and paraphrasing
- Constructing academic argumentation and using persuasion devices, evaluating and comparing/contrasting information, and organizing ideas into a logical progression
- Identifying audience in writing, comparing reader- and writer-based texts, and adhering to academic text form and conventions
- Establishing and maintaining sentence and text coherence and cohesion

Course Components

The primary course work for this class consists of **four main assignments**, each based on **two drafts**. Assignments may be responses to readings or topics. Each main assignment should be between 3-5 typed pages, double-spaced, with appropriate citations.

SEATTLE UNIVERSITY
CULTURE AND LANGUAGE BRIDGE PROGRAM

Additional components include:

- Smaller writing assignments
- Vocabulary work & quizzes
- Out-of-class readings, grammar and sentence-level exercises
- Active class participation

Course Policies & Requirements

All writing assignments are due at the beginning of the class period. They must be completed and submitted on time to receive credit

*No makeup quizzes or tests will be given. * No late assignments will be accepted.*

Regular class attendance during the quarter is mandatory. Students who miss more than two classes during the quarter may have their grade lowered by one grade point (letter grade).

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

Grading

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

Assume the corresponding letter grade if your points are at the level listed or above:

- 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.

A D grade is the lowest passing course grade. 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 student transcripts. And, unlike other CLB grades, this grade does affect GPA.

Percentage breakdown	Four Major Assignments	(10% x 4)	40%
of grades:	Two In-Class Essays	(20% x 2)	40%
	Quiz Average		15%
	Participation		5%

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 13th.

SEATTLE UNIVERSITY
CULTURE AND LANGUAGE BRIDGE PROGRAM

NOTE: This syllabus is only a general 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.