

San José State University
Department of English and Comparative Literature
English 1B, Composition 2 (GE C3), Section 67, Spring 2013

Instructor:	Professor Allison Winston
Office Location:	FOB 107
Email:	Allison.Winston@sjsu.edu
Office Hours:	Tues 1:40-2:40 and Fri. 12-1
Class Days/Time:	Section 85 Tues/Thurs. 3-4:15pm Sweeney 444 Section 67 Fri. 9-11:45am Sweeney 411
Prerequisites:	Passage of Written Communication 1A (C or better) or approved equivalent.
GE Category:	Written Communication C3

Required Readings

- ***Write Now*, Daniel Anderson (Pearson, 2012).**
ISBN: 978-0132415477 Available new, used, and for rent at the Spartan Bookstore by 01/28/13.
[Also available new and used through online booksellers such as Amazon.com.](#)
- **Digital Readings ([Google Drive](#) and Canvas)**

Other Required Materials

- Regular access to computer for internet and word processing
- Regular access to printer
- Folder or binder where you keep all course materials, quizzes, and loose-leaf class work

Course Description

English 1B is the second course in SJSU's two-semester lower-division composition sequence. Beyond providing repeated practice in planning and executing essays, and broadening and deepening students' understanding of the genres, audiences, and purposes of college writing, English 1B differs from English 1A in its emphasis on persuasive and critical writing (with less attention paid to the personal essay), its requirement for fewer but longer essays, and its introduction to writing informed by research. Students will develop sophistication in writing analytical, argumentative, and critical essays; a mature writing style appropriate to university discourse; reading abilities that will provide an adequate foundation for upper-division work; proficiency in basic library research skills and in writing papers informed by research; and mastery of the mechanics of writing.

Prerequisites: Passage of Written Communication 1A (C or better) or approved equivalent.

Course Goals and Student Learning Objectives

Building on the college-level proficiencies required in English 1A, students shall achieve the ability to write complete essays that demonstrate advanced proficiency in *all* of the following:

- Clear and effective communication of meaning.
- An identifiable focus (argumentative essays will state their thesis clearly and will show an awareness, implied or stated, of some opposing point of view).
- An appropriate voice that demonstrates an awareness of audience and purpose.
- Careful attention to review and revision.
- Effective and correct use of supporting materials, including independent research (e.g., quoting, paraphrasing, summarizing, and citing sources);
- Effective analysis, interpretation, evaluation, and synthesis of ideas encountered in multiple readings.
- Effective organization and development of ideas at paragraph and essay levels.
- Appropriate and effective sentence structure and diction.
- Command of conventional mechanics (e.g., punctuation, spelling, reference, agreement).

Student Learning Objectives:

SLO 1: Students shall write complete essays that demonstrate the ability to refine the competencies established in Written Communication 1A.

SLO 2: Students shall write complete essays that demonstrate the ability to use (locate, analyze, and evaluate) supporting materials, including independent library research, and identify key concepts and terms that describe the information needed.

SLO 3: Students shall write complete essays that demonstrate the ability to select efficient and effective approaches for accessing information utilizing an appropriate investigative method or information retrieval system.

SLO 4: Students shall write complete essays that demonstrate the ability to synthesize ideas encountered in multiple readings.

SLO 5: Students shall write complete essays that demonstrate the ability to incorporate principles of design and communication to construct effective arguments.

SLO 6: Students shall write complete essays that demonstrate the ability to identify and discuss issues related to censorship and freedom of speech.

Class Requirements

Required Web Tools: Canvas, Google Drive, SJSU Email, turnitin.com. I will use Canvas and SJSU email to send announcements, course updates, and other documents throughout the semester. I will use Google Documents (Google Drive) to post the [Course Assignment Calendar](#) (with active links to Digital Readings readings) and to post and grade all writing assignments. In the first week of class, I will share a folder with you entitled “English 1B, Spring 2013” through Google Drive. This folder will contain two subfolders. One will be called “Course Files,” where you will find all assignment prompts and various class handouts. The other folder will have your name in the title. This will be your shared folder; only you and I can see its contents. Unless otherwise directed, you will post all of your formal and informal writing assignments to your shared folder (specific instructions and details will be provided in class). It is your responsibility to ensure that your work is properly submitted to your shared folder on time. I will grade and comment on all writing assignments in your shared folder. This will allow you to save everything you to keep all of your writing in one place where it will be accessible from any computer. You are required to keep all drafts and all comments on all assignments in your shared folder as you will need these materials for your reflection essays and final essay. In addition to submitting your work to GoogleDocs, you will be required to submit essays to turnitin.com.

You can access your Google Drive account by logging into your SJSU email account and clicking on DRIVE. Under “Shared with Me” you will see the “English 1B, Spring 2013” folder and a folder with your name on it (both are shared, meaning, only you and I can see them).

Class Participation & Attendance: This class will be student and discussion-centered, not lecture lecture-centered. This means that your success in this course is largely dependent on your presence, participation, and investment in our regular class meetings. Our seminar-style learning environment will give you the unique opportunity to participate in your own education in ways you may not have done before. However, with this power also comes great responsibility—you must be present, you must do your reading, you must take notes, you must be prepared to share your ideas in class. You will not be able to succeed in this class if you remain silent and passive. Instead, like the world outside of this classroom, success within this classroom is dependent upon your being proactive, engaged, and invested--in improving yourself, further developing your own mind, and striving to get the most out of the world around you. Because student engagement is integral to learning at the personal and group levels, regular participation is required and will count toward 10% of the course grade. Unless otherwise indicated, each class session will be worth 10 participation points. Participation points cannot be made up.

Unless otherwise stated, your 10 daily participation points will be based on the following day-to-day conduct:

- Attending class on time.

- Coming to class prepared to discuss the homework or reading.
- Bringing the required materials to class (books, print-outs of readings, writing assignments, etc.).
- Asking questions, making observations, and regularly participating in whole class discussions.
- Participating in pair activities, small group work, and various class activities
- Professional and positive behavior during class time (i.e., respecting the ideas of others; conducting oneself in a professional and courteous manner; refraining from misusing laptops; refraining from cell phone use, etc.)

“Paid” Sick and Personal Leave. Just like in the business world where missing a day of work or an important meeting has negative consequences, missing class means missing valuable information that is necessary to your personal and academic success. In order to begin preparing you for the expectations you will face outside and after college, this class will have a strict participation policy that will be enforced without exception. You will be given three (3) “no-excuses necessary” absences this semester. Think of these like the [“Paid Sick or Personal Leave”](#) you would receive if you were a standard salaried employee in a company. These are the number of days you can be absent without losing pay or benefits; being absent more will result in the loss of pay and, if excessive, the loss of your job. Likewise in this class, you may choose if and how you use your three Sick or Personal Days; being absent four or more times, however, will result in the loss of your 10 participation points for each day that you are not present. Being absent more than six times may necessitate your withdrawal from the course. If you choose not to use any of your Sick or Personal Days, you will automatically earn a 50-point bonus at the end of the semester. This is the academic equivalent of monetary compensation or “Sick Leave Buy-Back,” which encourages employees to avoid using their leave unless absolutely necessary. If you do miss a class you are responsible for finding out what you missed by checking with a colleague and checking on the course website. Please do not email to ask me if you missed anything—of course you did.

Writing: In English 1B, you will continue to practice all phases of the writing process including prewriting, organizing, writing, workshopping, revising, and editing. You will read and write within different genres and learn how to respond to and utilize the work of other writers in your own compositions. In addition to shorter and informal assignments (e.g., ungraded writing, in-class writing, and homework responses) **you will write five formal essays** of varying lengths and genres, at least one of which will require research in the library. Depending on the assignment, these formal essays will range from 3-7 pages. Most formal writing assignments will be done in stages (Stage 1, Stage 2, etc.); all stages, drafts, and revisions on all formal assignments are mandatory. **In order to pass the course, you must write all formal essays and submit all stages, drafts, and revisions. Failure to turn in any formal assignment will result in an automatic F in the course.**

Writing workshops: Writing workshops are opportunities to receive feedback on your writing from your peers and teacher. Constructive feedback will help you see where your

writing has been effective and where it can be revised to become more powerful. This feedback will aid you during the revision process and help you get a higher grade on the final version of the assignment. In addition to receiving feedback on your writing, learning to critique the essays of your peers helps you become a better writer and thinker, and is one of the best ways to help you learn to revise your own work. **Participation in all workshops as a reader and a writer is mandatory.** Participation includes posting on time (when applicable), arriving to workshops on time, coming to workshops prepared to discuss the work of your peers, bringing copies of essays as directed, completing peer evaluations as directed, and having openness and a positive attitude when your own work is being workshopped (further details about workshop grading rubrics will be provided). If you have not submitted a complete draft of your essay to be workshopped by the workshop deadline, you will receive a zero for that portion of the workshop and your final essay grade on that assignment will be lowered by 10%.

Revisions: Because one of the main objectives of this class is to learn and practice writing as a process, you are required to substantially revise all drafts of all formal writing assignments. Revision is a required part of this class. Failure to submit drafts, stages, or revisions in accordance with assignment instructions may result in failure of the assignment or the course.

Reading: English 1B includes extensive and intensive reading. The reading you do in this course provides useful models of writing for academic, general, and specific audiences. It also provides various styles, rhetorical strategies, topics, and positions for us to analyze and use as a springboard in our own writing. Because our class activities often depend on your having done the reading homework, neglecting to do so will affect your in-class performance as well as your ability to participate in that day's activities, thus affecting your overall participation grade.

Digital Readings: [The Course Assignment Calendar](#) refers to two types of readings. "Anderson" means the reading can be found in the required course textbook, *Write Now*, by Daniel Anderson; "DR" means the selection is a "Digital Reading" that has been made available digitally (either through links to PDFs or webpages) and must be printed out by students. **When Digital Reading is assigned, you are required to print out the documents and bring them to class.** In such circumstances, you will not receive your participation points if you neglect to bring the printed articles to class. If you have not read and are not prepared to discuss the readings, you will not be able to participate fully in that day's classwork assignment.

Homework, quizzes, reading responses, and in-class writing: We will have a quiz, something due, or something to read at almost every class meeting. **Quizzes may be announced or unannounced.** Some quizzes may assess your understanding of that night's reading or new terms and concepts, while others may contain questions on cumulative information. Do not be late to class as additional time will not be given on

quizzes for individuals who are tardy. Neither announced nor unannounced (“pop”) quizzes can be made up. You will also have short (one page or less) homework responses to the readings, freewrites, and in-class writing.

Final Portfolio Assignment: Because this class will emphasize writing as a process that improves with time, effort, and substantial revision, the culminating “final” project of the course will be to write a critical reflection essay on your work this semester. This reflection might be thought of as a scientific study of your progress as a writer over the course. Remember, writing is a *process*. Collecting your work and then reflecting on that work is part of the process. You will use the contents of this folder, along with your digital portfolio in Google Drive, to write the final essay in this class. The final assignment will require you to submit a 4-5 page reflection essay using your own essays (drafts, comments, feedback, and revisions) and written work as evidence. This assignment is designed to get you thinking about your specific challenges, your strategies for improvement, your successes and failures, and your goals for the future. No piece of writing is ever perfect in its “final” version; every writer, no matter how accomplished, has room for improvement.

Digital Portfolios and Class Folders: Because the final essay will require you to look back over everything you have done, written, and thought in English 1B, you are **required to keep all hard copies of work from this class in a folder (this includes quizzes, handouts, class work, informal writing, etc.). You are also required to keep all digital versions of all formal writing assignments in a Google Drive folder that is shared with me.** As a general rule, when starting a new draft of a formal assignment, you should always “Save As” rather than saving over (when working in MS Word) or go to FILE – “Make a Copy” and create a new document in Google Drive. More details about how to maintain multiple versions of writing assignments in Google Drive will be provided in class.

Class Policies

Late Assignment Policy & Make Up Policy: All assignments are due by the stated deadline or collection time. Formal writing assignments include the five formal essays, as well as their stages, drafts, and revisions—all stages are mandatory and must be submitted to pass the course. Any formal writing assignments submitted after the deadline will receive a 10% grade deduction for every 24-hour period it is late. **Failure to turn in any formal writing assignment will result in an automatic F in the course.** All informal writing assignments, homework, and quizzes that are not submitted by the assigned deadline or collection time will result in a grade of zero (0). In other words, no informal assignment (quizzes, responses, homework, in-class writing, etc.) will be administered or accepted late for any reason; these assignments cannot be made-up and no extra credit will be offered to compensate for points lost.

Email Etiquette: I encourage you to email me if you have difficulties or brief questions, but more involved questions should be saved for in-person meetings or office hours. I will check my email once per day, Monday-Friday, and will respond to all emails within 48 hours on weekdays. When corresponding with me (or any other professor) you should make sure be professional and appropriate.

Laptop & cell phone use: Please be conscientious about laptop, internet, and cell phone use during class time. Laptops, iPads, and similar devices should **only** be used during class for note-taking and class-related work—no browsing, facebook, chatting, etc. If I feel that you are misusing your laptop, I will ask you to discontinue use during class time. If the problem persists, I may ask you to leave class, in which case you will lose your participation points for the day. The same goes for cell phones. If you are caught texting during class you will be asked to leave. Texting during class is disrespectful and will not be tolerated. Instead, pay attention, make eye contact with me and with your colleagues, acknowledge what your peers are saying, and remain engaged. If I have to ask you to leave the classroom at any time or for any reason, you will automatically lose your 10 participation points for the day.

Grading: All assignments will be graded on a points-to-percentage system. All letter grades are converted to a numerical equivalent based on a 100 point system. **No extra credit assignments will be offered in this course.** A total course grade of C or better is necessary to pass the course.

98-100% = A+
94-97 = A
90-93 = A-
88-89 = B+
84-87 = B
80-83 = B-
78-79 = C+
74-77 = C
70-73 = C-
68-69 = D+
64-67 = D
60-63 = D-
0-59 = F

Semester Grades:

Essay 1	10%
Essay 2	20%
Essay 3	15%
Essay 4	25%
Essay 5	10%
Non-essay assignments, HW, quizzes, etc.	10%
Participation	10%
Total	100%

Course calendar: The [Course Assignment Calendar](#), which is available for view on Google Drive, is subject to change at any time with reasonable notice. While most major assignment deadlines have already been posted, daily and weekly reading and smaller assignments will be added each week and will be modified as necessary. You will have something to read, something to write, or something to study before every single class session and should manage your time accordingly. You are responsible for all work assigned in this class whether it is posted to the calendar or announced verbally in class.

Appointment and individual conference no-shows: Just like the world outside of college, in this class there are consequences for neglecting to cancel or reschedule an appointment with proper notice. Doctor's offices, salons, and the like frequently charge a "cancellation fee" if a customer does not attend an appointment or does not cancel at least 24-hours before the appointment time. Such behavior usually results in a fine of \$50-\$200. We are all busy people whose schedules change regularly, so planning ahead and being conscientious not to waste other people's time is necessary. In this class, if you must cancel or reschedule your individual appointment or writing conference, you must give me 24-hours notice (or make the change to the online schedule at least 24-hours in advance). If you neglect to give proper advance notice you will lose 10 points on the next formal writing assignment.

Student Technology Resources: Computer labs for student use are available in the Academic Success Center located on the 1st floor of Clark Hall and on the 2nd floor of the Student Union. Computers are also available in the Martin Luther King Library. You will be required to print several documents and readings this semester. If you do not have a printer at home, you should purchase a print card at the King Library so that you can print on campus. You will be required to bring a laptop computer to several class meetings this semester. **If you do not own a laptop, you may borrow one very easily (and free-of-charge) for 4-hour or 7-day periods from [Student Computing Services](#).** SCS is located on the second floor of the King Library. You will need your student ID card.

SJSU Writing Center



The SJSU Writing Center is located in Clark Hall, Suite 126. All Writing Specialists have gone through a rigorous hiring process, and they are well trained to assist all students at all levels within all disciplines to become better writers. In addition to one-on-one tutoring services, the Writing Center also offers workshops every semester on a variety of writing topics. To make an appointment or to refer to the numerous online resources offered through the Writing Center, visit the [Writing Center website](http://www.sjsu.edu/writingcenter): <http://www.sjsu.edu/writingcenter>. For additional resources and updated information, follow the Writing Center on Twitter and become a fan of the SJSU Writing Center on Facebook.

SJSU Peer Connections

The Learning Assistance Resource Center (LARC) and the Peer Mentor Program have merged to become Peer Connections. Peer Connections is the new campus-wide resource for mentoring and tutoring. Our staff is here to inspire students to develop their potential as independent learners while they learn to successfully navigate through their university experience. Students are encouraged to take advantage of our services which include course-content based tutoring, enhanced study and time management skills, more effective critical thinking strategies, decision making and problem-solving abilities, and campus resource referrals.

In addition to offering small group, individual, and drop-in tutoring for a number of undergraduate courses, consultation with mentors is available on a drop-in or by appointment basis. Workshops are offered on a wide variety of topics including preparing for the Writing Skills Test (WST), improving your learning and memory, alleviating procrastination, surviving your first semester at SJSU, and other related topics. A computer lab and study space are also available for student use in Room 600 of Student Services Center (SSC).

Peer Connections is located in three locations: SSC, Room 600 (10th Street Garage on the corner of 10th and San Fernando Street), at the 1st floor entrance of Clark Hall, and in the Living Learning Center (LLC) in Campus Village Housing Building B. Visit [Peer Connections website](http://peerconnections.sjsu.edu) at <http://peerconnections.sjsu.edu> for more information.

Information available online

You are responsible for reading the following information online at <http://www.sjsu.edu/english/comp/policy/index.html>

- Course guidelines
- Academic policies (academic integrity, plagiarism, ADA and DRC policies)
- Estimation of Per-Unit Student Workload
- Recording policies
- Adding and dropping classes

Important SJSU dates Spring 2013

Wednesday	January 23	First Day of Instruction – Classes Begin
Monday	February 4	Last Day to Drop Without Entry on Permanent Record
Monday	February 11	Last Day to Add Courses & Register Late
Tuesday	February 19	Enrollment Census Date
Monday-Friday	March 25-29	Spring Recess
Monday	April 1	Cesar Chavez Day Observed - Campus Closed
Monday	May 13	Last Day of Instruction – Last Day of Classes
Tuesday	May 14	Study/Conference Day (no classes or exams)

Wednesday-Friday	May 15-17	Final Examinations
Monday-Tuesday	May 20-21	Final Examinations
Wednesday	May 22	Final Examinations Make-Up Day
Thursday	May 23	Grade Evaluation Day
Friday	May 24	Grades Due From Faculty
Saturday	May 25	End of Academic Year - End of Spring Semester
Saturday	May 25	Commencement
Monday	May 27	Memorial Day - Campus Closed (M)