English 302          Language and Communication              Thursday 5:00-7:45

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You may purchase these books from the OCTC bookstore in the Student Center on the Main Campus of the Owensboro Community and Technical College in Owensboro or from the bookstore at WKU.

CLASS REQUIREMENTS AND GRADING CRITERIA

- **Journal**- You will write one journal entry per class period in reaction to reading/exercises from reading in either book. The entries must be ¾ to one double-spaced typed page and should be meaningful responses to the material. The journal should be appropriately identified with: your name, instructor, class, date, and book/page numbers of material covered in the top left-hand corner. Journal should provide a SHORT summary (no more than ¼ of the page) followed by a reaction to the material which may include: how material could best be worked into the classroom, related personal experience, ideas on how to relate material to various age groups, prospective exercises…use your imagination. Each week, I’ll randomly call on students to share journals for full, half, or no credit. **Late journals will receive no credit.** (100 pts.)

- **Tests**- Mid-term and final exams will cover all the material presented in class. Because of the building-block nature of the course, the final exam should be considered comprehensive. (400 pts.)

- **Papers:**
  - #1 Critique of an article **not covered in class** from chapter in ROL (100 pts.)
  - #2 Research Paper will explore in further depth a subject related to one of the chapters from ROL. Research paper project will include properly formatted MLA work’s cited page. (100 pts.)

- **Quizzes**- Quizzes will cover chapters from S & S and ROL. Quiz dates appear in your syllabus. Quiz points cannot be made up. (200 pts.)

- **Instructional Sequence Unit Plan** – Written instructional plan to be presented in class and submitted in writing. (Details/Scoring Guide given in class) (200 pts.)
Attendance: Your attendance is vital, particularly since this class only meets once a week. (10 pts. per class/ 5 if tardy and/or leave early – no exception (150 pts.)

IF class is cancelled for any reason, material listed on the syllabus will be covered during the next class period along with the assignment for the current class period so come prepared. (10 points penalty each class period for late assignments.)

Grading Scale: 1340 points available for class: 1206-1340 pts. = A; 1072-1205 pts. = B; 938-1071 pts. = C; 804-937 pts. = D; 0-803 pts. = F. An incomplete grade will be issued only in extreme or extraordinary circumstances. This option must be fully discussed and approved before the class concludes. March 20th is the last day to drop this course with a W. Any request to drop the course after March 20th must be accompanied by a detailed written explanation for the request and be approved by the department head in Bowling Green.

A verifiable excuse must be provided to make up any tests. Any assignments missed because of an excused absence will be due when the student returns to class.

Plagiarism: “No student shall receive or give assistance not authorized by the instructor in taking an examination….The academic work of a student must be their own….Students who commit any act of academic dishonesty may receive …a failing grade in the course without possibility of withdrawal.”

Late Work: Class assignments, papers and journals are due during the class times listed unless changes are made by the instructor. Students who miss class are responsible for contacting classmates or the instructor for information. Extreme circumstances must be discussed with instructor, preferably in advance. E-mail options are available but with strict time limits and point deductions if option abused.

Absolutely no papers will be accepted during Finals Week—without exception.

Western Kentucky University does not discriminate on the basis of race, sex, religion, color, national or ethnic origin, age, disability, sexual orientation or military service. Inquiries or comments regarding these issues should be directed to the Director of Equal Opportunity/504/ADA Compliance, Western Kentucky University, 1906 College Heights Blvd., Bowling Green, KY 42101. Telephone (270) 745-5121, TTY (270) 745-3030.

In compliance with university policy, students with disabilities who require accommodations (academic adjustments and/or auxiliary aids or services) for this course must contact the Owensboro Student Services Coordinator (684-9797) who will contact the Office for Student Disability Services in DUC A-200 of the Student Success Center in
English 302   Tentative Schedule
S & S refers to the Simon and Schuster Handbook and ROL refers to Reflections on Language

01/29  Classes begin—Introduction to course and requirements; S&S Chapters 1-3; Steps in the Writing Process; Instructional Sequence Unit Plan

02/05  S&S Ch. 4 Critical Thinking/Writing; Ch. 7 & Ch. 9 Nouns/Pronouns; ROL Chapter 1; Essays by Keller and Ingram

02/12  S&S Ch. 7, Ch. 8 & Ch.10 Verbs; ROL Chapter 2 - Patterson, and Langer

02/19  S&S Ch. 7, Ch. 11 & Ch. 49 Adjective/Adverb/Preposition/Conjunction; ROL Chapter 3; Essays by Lurie and Williams; Writing Workshop—Critique

02/26  S&S Ch.7 Conjunction; ROL Chapter 4; Essays by Shachtman and Carver; CRITIQUE DUE

03/05  S&S Ch. 7 DO/IO/ Sub.-Obj.Comp; ROL Chapter 5; Essays by Tannen, August, (Schneider and Fein); Review for Mid-Term; QUIZ 1

03/12  SPRING BREAK

03/19  MID-TERM EXAM topics covered from S&S and ROL, Chapters 1-5.

03/26  S&S Ch. 7 Phrases/Clauses; Ch. 31-35 Research Writing; ROL Chapter 6; Essays by Tan and Ricks

04/02  S&S Ch. 7 Types of Sentences; ROL Chapter 7; Essay by Barnette

04/09  S&S Ch. 7 Types of Sent; ROL Ch 8; Essays by Sontag, Kakutani, and Garner

04/16  S&S Ch. 12-15 Sent. Fragments/Comma Splices/Run-On Sent./Modifiers/Shifting; ROL Chapter 9; Essays by Bryson and Wolf; Writing Workshop – second draft of research paper; Quiz 2

04/23  S&S Ch. 16-19; ROL Chapters 10-11; Essays by Huxley, King and Span; Research Paper due

04/30  S & S Ch. 20-23 Glossary/Spelling
05/07  S & S Ch. 24-30 Punctuation Marks; Review for Final

05/14  FINAL EXAM
Written copy of ISUP due at time of presentation