

COURSE REQUIREMENTS:

Attendance: You are expected to come to every class on time, and stay until the end. Every three times you come late will count as one absence. If you have more than three unexcused absences, your final grade will be lowered by one grade letter (for example, an *A* will become a *B*). If you have more than six unexcused absences, you cannot pass this course.

Preparation: Come to class prepared and ready to learn. Always bring your textbook, your notebook, your homework, and a pen or a pencil. If you are absent, it is your responsibility to get the assignment from a classmate or from me and hand it in on time or at the next class meeting. Late assignments will not be accepted after this (if you have a special problem, discuss it with me before the assignment is due).

Participation: You will not learn if you do not participate in class. By participate, I mean contributing to class discussions, working cooperatively with partners or in small groups, doing in-class assignments, and speaking in English as much as possible.

Writing: You must save in your notebook everything that you write for this class. This includes journals, freewriting, outlines, first drafts—everything!

Classroom Rules: Do not use cell phones or pagers in this class, and do not eat, drink, or chew gum in class.

ASSIGNMENTS / GRADING:

Assignments: You will have in-class and homework assignments almost every day. ☺ (Sometimes, you will have computer homework.) You should complete the homework before the next class begins. I will not collect all the assignments; when I do collect it, some assignments may receive a letter grade, but most will receive one of the following grades: +++ (very good), ++ (good), + (needs improvement).

Journal: You will keep a personal journal in this course. Your journal will be a place where you can write about anything you want—your personal life, your school life, your classes, your writing problems, etc. I will not read your journals—they are for your eyes only. However, I will check to see that you are keeping a journal, and that you continue to write in it until the end of the semester. You must write at least twenty pages, single-spaced. (That's less than one and a half pages per week!)

Timed Writing: You will have two in-class timed writing assignments. There will be one at mid-semester (week 7 or 8) and one at the end of the semester. These timed writings will be equal to test grades.

Compositions: You will be responsible for handing in seven revised compositions of two to three pages each (one for each textbook chapter that we study). I will give you feedback on the strengths and weaknesses of your compositions, and on ways to improve them. These compositions will not be graded.

Writing Portfolio: Your final grade will be based mostly on your writing portfolio. A writing portfolio is a collection of your best writing from this course, just as an artist's portfolio is a collection of his or her best artworks. From your seven revised compositions, you will choose three to revise again and put in your portfolio. By using a writing portfolio to evaluate your writing, I will be able to see how much you have learned about writing and how your writing has improved from the beginning to the end of this course.

EVALUATION:

Your final grade will be determined as follows:

Grades will be assigned as follows:

Attendance / Participation	10%	90 – 100%	=	A
Classwork	10%	80 – 89%	=	B
Homework	10%	70 – 79%	=	C
Journal	10%	60 – 69%	=	D
Timed Writing	20%	Below 60%	=	F
Writing Portfolio	40%			

TENTATIVE SCHEDULE:

Date	Textbook Chapter	Focus
Week 1 8/28 – 9/1	Getting Started Chapter 1	Writing About a Person
Weeks 2 – 3 9/4 – 9/15	Chapter 2	Narrating a Personal Experience
Weeks 4 – 5 9/18 – 9/29	Chapter 3	Providing Examples
Weeks 6 – 7 10/2 – 10/13	Chapter 4	Supplying Reasons
Weeks 8 – 9 10/16 – 10/27	Chapter 5 Timed Writing (week 8)	Using Parallel Points
Weeks 10 – 11 10/30 – 11/10	Chapter 6	Explaining Proverbs and Quotations
Weeks 12 – 13 11/6 – 11/17	Chapter 7 Chapter 8	Summarizing Magazine and Newspaper Articles
Weeks 14 – 15 11/27 – 12/8	----- Timed Writing (week 15)	Portfolio Work