Weber State University English 2010
Intermediate Writing
Syllabus

Instructor: Professor Chris Millard

Office: Miller Administration Building
Room 102
To Reach Me: cmillard@weber.edu (use in WebCT Vista Module)
Office Phone: 626-6055

I will always be available by appointment during regular office hours, or any other hours that are convenient for both of us. Do not hesitate to call. I am always willing to help any student who desires assistance with any assignment. We can communicate via email continuously as well.

Important Things to Know

1. This class will not provide an opportunity for late submission of work. The reason is that when the due date occurs, the online module closes electronically. I cannot open the module for one person, and so to be fair, I would have to allow everyone in the class extra time if I allowed one person additional time. Fairness is very important to me. When the module closes, so does the opportunity to turn in the assignment. Assignments are always due on Friday night at 11:00 PM. Also, I need time to grade everything and I have scheduled the time very carefully.

2. Because you cannot turn work in late, I have set up the modules in a way that allows you to submit early. In fact, you can work 4 week ahead if you want! You can actually finish this class 4 weeks ahead of time. I encourage you to work ahead. The date and time for each assignment is the latest possible date. Do not wait until one hour before the due time.

3. Technical problems can occur when working online. If the WebCT Vista becomes unavailable for any reason at the time work is due, that will be my responsibility. I will do what is necessary to open the module to allow additional time for everyone. I will contact you by email to confirm this. By the way, this did not happen once last semester. If you have a technical problem on your end, that is your responsibility. What this means is that if your computer crashes 2 hours before the deadline and you cannot get your work submitted, you lose the points. You are responsible for your equipment. If this risk worries you, I recommend you submit your assignments before the Friday due date.

4. All work must be submitted in Microsoft Word attachments. If you only work on an Apple iMac, you must drop this class immediately. I grade the work at home and my computer does not have Apple capability. Therefore, everything must be done on a PC. I cannot grade a file that I cannot open.

5. My expertise is in teaching English. I am limited in how I can help you learn WebCT Vista. Fortunately, there are many technicians at WSU who are experts, and can guide you through learning how to manage an online course. Here is the contact information:
   (801) 626-7777 or csupport@weber.edu for tech support
   (801) 626-6499 or wsuonline@weber.edu for WebCT Vista issues

Required Texts and Supplies

- *A Writer’s Reference*, by Diana Hacker, Fifth Edition
Course Outcome Goals

English 2010 Outcome Goals

English 2010 builds upon the skills developed in English 1010. The course provides instruction and practice in exposition, argumentation/persuasion, and documented research. It emphasizes critical thinking, the reciprocity of reading and writing, and the production of well-developed analytical arguments. The overarching goal of composition is to provide our students with the necessary skills and understanding to enter the intellectual communities of the university and larger society. This is accomplished best by creating a similar community within the classroom so our students can see how they can take part in the larger intellectual conversation.

To this end, students exiting English 2010 with a C or better should be able to do the following:

Reading:
- Understand educated and informed writing
- Understand complex arguments of sustained length (i.e. longer than the average op-ed piece or newspaper article).
- Understand and evaluate a text's organization.
- Discover authorial bias and analyze its effect on the argument.

Writing:
- Write sustained, focused essays on topics that reach beyond the typical hot-button political issues and do so in a way that is consistent with the conventions of academic discourse.
- Summarize and paraphrase arguments and/or other texts.
- Use quotations and citations appropriately.
- Use MLA and introduce one other citation method (preferably APA).
- Continue to use pre-writing, writing, and revision strategies learned in 1010 to produce prose writing that is clear, concise, and grammatically correct.
- Continue to practice writing as a process.
- Develop a clear sense of audience and how it affects the writing/reading process.
- Produce approximately 5000 words of revised prose over the course of the semester.

Critical Thinking:
- Recognize complex ideas and positions in arguments and attempt to understand diverse perspectives.
- Recognize logical fallacies.
- Ask constructive questions about the topic under investigation and from these questions develop further questions that could lead to meaningful inquiry into a given subject.

Research:
- Use library resources to locate sources.
- Identify appropriate databases for research projects.
- Work with sources that use and cite other sources—and learn that those cited sources can also lead to other information.
- Learn to distinguish between credible sources and non-credible sources, both in traditional print media and online.

Plagiarism

Plagiarism is an act of academic dishonesty and a violation of University Standards. The WSU Student Code considers plagiarism to be cheating. Plagiarism includes knowingly representing by paraphrase or direct quotation, the published or unpublished work of another person as one's own in any academic exercise or activity without full and clear acknowledgement. It also includes the unacknowledged use of
materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

I will check text from all papers with software designed to identify plagiarism. If it is determined that a paper contains plagiarized text, the student will immediately fail the course, and the incident of plagiarism will be reported to the Department.

**TurnItIn**

WSU subscribes to TurnItIn.com, an electronic service that verifies the originality of student work. Enrollment in this course may require you to submit some or all of your assignments to it this semester, and documents submitted to TurnItIn.com are retained, anonymously, in their databases. Continued enrollment in this course constitutes an understanding of and agreement with this policy.

**Late Work Policy**

Late work is never accepted. Assignments are submitted through Web CT Vista. The program provides the due date and the online submission protocol. The program deletes the assignment from the student view once the due date is passed.

**Working in Advance**

Because this is an online class, you are invited to work ahead if you would like. This is accomplished by simply opening the folders for weeks ahead as they become available on Web CT Vista. I will make sure that there are several weeks available in advance at all times.

**Disability Policy**

Students with disabilities who request or qualify for reasonable accommodations must have the appropriate professional documentation on file with Services for Students with Disabilities (SSD). This documentation is highly confidential and will be protected to the full extent of all relevant laws and regulations. SSD is responsible for determining the appropriate accommodations after consultation with the student.

In rare cases when adjustments in academic requirements may be appropriate, SSD consults with the academic department or school in order to fully evaluate the request. In such situations, confidential material may be discussed with appropriate faculty and/or staff.

According to WSU Policy, students are responsible for directly contacting their instructors each semester to identify themselves and their accommodation needs. We encourage students to do this no later than the first week of each semester.

Students are not expected or required to provide faculty with detailed documentation about their disabilities; in fact, it is expressly against WSU policy for faculty to expect or request such detailed documentation from the student. It is, however, entirely appropriate for faculty to request the student to provide verification from SSD as to the fact that she/he is registered with SSD and the required accommodations for the course. SSD can then provide a letter to the student which is then given to faculty.

It is also reasonable for faculty to contact SSD to request the appropriate verification anytime a student has initiated a request for accommodation. If you have innovative or different ideas for accommodating students, consult with SSD about the appropriateness or what SSD can do to help before discussing it with the student. WSU can provide some highly technical and complex accommodations if needed.

If you have a disability and require special assistance, you must have documentation on file with SSD, and let me know immediately so that accommodations can be made.
Format and Length of Papers

The following header must be on the first page (only)

John Smith
Instructor: Chris Millard
English 2010
9/20/07 (put the correct date)

Note: Page lengths are not suggestions. Page lengths are not idealized notions of what should happen. When I ask for 5 pages, I do not mean 4 full pages and a few lines at the top of the 5th page. I mean 5 full pages. Essays that do not meet the minimum page length do not therefore meet the minimum requirements of the essay, and grades will reflect this shortcoming.

Pages must be numbered by a single digit at the bottom center of the page.

Online Classroom Climate

Respect is the key to any productive environment. All interactions in this online class must be considerate. Treating each other with kindness and respect will ensure an atmosphere conducive to collaboration, exploration, and learning. We will be reading essays reflecting diverse ideas. Discussions will be a forum for you and your classmates to express your own ideas. There is no place for incivility or discourteousness in a college online classroom. If you wish to be part of this class, you must be respectful and responsible.

Assignments

Assignments are explained in each module file. They are all due on Fridays. In addition, you will be expected to participate in online discussions in groups, and participate in peer review.

NOTE: Instructor reserves the right to change the syllabus if needs of the course dictate.

The points for grading is presented on the next page. It is your responsibility to keep track of your points. I will do the same thing on my end.
Points and Grading:

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