Writing 8 Fall 2013

ESOL 262: Course #43584
Sept. 23 - Dec. 9
Holidays: Inservice (Weds. Oct. 30); Veteran’s Day (Mon. Nov. 11); Thanksgiving (Thurs & Fr, Nov. 28 & 29)
Final Exam: 1:00 - 2:50 Mon. Dec. 9
Payment due; Last day to drop a class: Fri. Sept. 28
Last day to withdraw from a class: Sat. Nov. 16
Last day to change between letter grade and P/NP: Sat. Nov. 16

Instructor: Davina Ramirez
E-mail & Phone: davina.ramirez@pcc.edu, 971-722-4830
Class website: http://spot.pcc.edu/~dramirez
Office: CT 219 Desk 17
Office hours: 11:40 - 12:40 every day; by appointment, mornings and Fridays, in CT 219, Desk 17
Class time: M & W in CT 128, 1 - 3:20

Required texts: Grammar and Beyond 4 AND Workbook by Blass et al

Required Materials: Notebook
English/English dictionary, such as the Longman or Newbury Bilingual dictionary specifically for writing
3-ring binder for handouts and your notes

Course Objectives: This course is designed to teach college-level writing tasks and prepare you for university-level writing courses (such as Writing 121). You will learn about, and write, summaries, essays, and an academic research paper. Essays may include these styles: descriptive, definition, problem-solution, and argument. Some of our goals include:

⇒ Review of the essay-writing process
⇒ Expressing, explaining, and responding to, other writer’s ideas
⇒ Introduction to writing summary papers, reports, and response papers
⇒ Summarizing, paraphrasing, and using quotations
⇒ Using advanced grammar forms such as modals, conditionals, perfect tenses and the passive correctly and appropriately
⇒ Improving your own specific grammar weaknesses
⇒ Conducting research using a variety of resources and writing a research paper using MLA (Modern Language Association) format
⇒ Use ideas from other writers to support or challenge your own ideas
⇒ Meeting for at least one Writer’s Conference with the instructor
Class Requirements: What must you do to pass the class?

1) Homework. We will read and analyze different essay types, and we will read both in-class and at home. You will base several papers on readings assigned in-class and you will do independent research. There are weekly grammar homeworks as well.

Writing 8 is a demanding class. Plan to do about 10 hours of homework a week. But the rewards will affect your everyday life and your academic future – don’t cheat yourself! Spend the time you need. Use office hour and use the Tutoring Center.

2) Writing. You will write a total of 5-6 papers, including 2-3 essays written in-class. Most of these essays will be rewritten, making corrections and improvements according to the notes I make on your papers. One paper will be a 4-5 page research paper.

3) Quizzes and Exams. There will be weekly quizzes through the term and a final exam. Each will have a grammar section and a writing section. You must pass the final to pass the course.

4) Participation. Follow the attendance guidelines. Ask questions in class. Cooperate in groups with your classmates. Be prepared every day. Enjoy learning something new!

Grading:

• Writing: ~50% of your grade
• Grammar assignments: ~20% of your grade
• Quizzes and final: ~ 30% of your grade
• Participation will make the difference if you are between two grades

How will you succeed in class? First, you’ll have to do a lot of writing. At this level, we are writing longer papers based on readings. This means the ideas you write about must be interesting and sophisticated. You are an adult with interesting ideas and beliefs, sharing your thoughts with other adults. Second, you’ll have to do very focused grammar work, using many resources to improve your own weak points. Third and finally, you’ll have to read and research quite a bit, and use those ideas in your own writing – without copying directly. If you can do those three things, you will definitely succeed in the course!

Communicate your Needs

If you have any special needs, you can discuss them with me at any time. This includes problems with your health, work, family, or transportation. We can work together to make sure these do not affect your ability to do well in the class.

Disability Services is an office that helps students and teachers create learning plans so that special needs don’t affect your grades. You can call this office at 971-722-4341. Their website is http://www.pcc.edu/resources/disability and their office is at ST 229.

If you feel homesick, worried, or have any personal problems, there is free counseling here at PCC. You may meet with a professional counselor who can help in many ways. Their number is 971-722-4531 and their webpage is http://www.pcc.edu/counseling. Counseling is in the same office as Testing and Advising, in CC 216. I will be happy to help you call or visit either of these offices, and both are 100% private.
Study Groups

Call a classmate to find out what work you have missed if you are absent. Get together to practice speaking homeworks. Study for quizzes together. A study group can make a big difference in your grade! Collect the names, phone numbers and emails of three or more classmates.

Classroom Rules and Regulations

Attendance and Late Policy

Coming to class every day, being on time, and having homework completed is a strict requirement. If you miss more than 5 classes (10% of the class!), your grade will be lowered by one letter grade. 3 tardies (coming to class late) will equal one absence. I won't discuss this with you, but I do keep records every day.

Attendance during the first week is especially important, and any student who misses the first three days of class will be dropped from the course.

Notes

PLEASE TAKE NOTES IN CLASS. Many important ideas we discuss will NOT be in any textbook.

Final Exam

You must pass the final exam to pass the class.

Late Homework

It's your responsibility to print your essay, correctly formatted, and give it to me in class. The same is true for grammar homeworks. I will not accept any late homework. I will not accept emailed homework unless we make special arrangements.
Work Outside of Class
Do your homework every day! Don’t allow assignments to “pile up” and do your writing the day before it is due. “A” papers are worked on, revised and improved for days before they are turned in. Grammar topics take time to become part of your long-term memory. Expect to spend one to two hours a week working at home for each hour in class: that is, about 10 hours of homework weekly.

Phones, Texting, and Music
Turn off cell phones before class begins! Turn off music players and remove all earbuds, earphones and headsets! Ringing phones during class interrupt others. Texting during class is the same as leaving class-you are not paying attention. If you expect an important call, please set your phone to vibrate and keep it in your pocket: step outside to take the call.

Academic Honesty
Plagiarism is using the exact words or ideas of another writer in your own writing without clearly showing that the words are not your own.

Repeating more than 3 consecutive words from another writer’s work is plagiarism.

I will not accept plagiarized work, and it is easy for me to recognize writing that is not your own. Any assignment with plagiarized sections gets a grade of zero. Please do study with your classmates, and please work with tutors and classmates to help improve your pronunciation and your speeches. However, all work you turn in must be your own. Copying the writing or work of another person is not acceptable. Do NOT look at your classmate’s papers during a quiz. You will receive an “F” on that quiz, no matter what your reason is. Do NOT turn in homework that is the same as a classmate’s. You will both receive a “0” on the assignment.

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CONTRACT
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My name is ___________________________________________

I understand the definition of plagiarism. _______

I understand that plagiarism is not always the same as "cheating," and I understand that when I forget to use quotation marks (" "), I might be plagiarizing. _______

I understand that any assignment with plagiarized sections gets a grade of zero. _______

In my language, the word for "plagiarism" is __________________________ .

In my language, the word for "copying" is __________________________ .

Signed:

Fall, 2013