

Writing 8 Fall 2019

CRN 41632

Holidays: Weds, Oct 30 (Inservice); Mon, Nov 11 (Veteran's Day); Thu, Nov 28 (Thanksgiving)

Final Exam: Class time, Monday Dec. 9

Payment due; Last day to drop a class: Sat. 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

all dates from <http://www.pcc.edu/enroll/registration/academic-calendar.html>

Instructor: Davina Ramirez
E-mail & Phone: davina.ramirez@pcc.edu, 971-722-4830
Class website: <http://spot.pcc.edu/~dramirez>
Office: CT 219 Desk 8
Office hours: 2:00 – 3:00 M T W Th
Also by appointment in CT 219, Desk 8
Class time: M & W 9– 11:20 in CT 221

For this class, you will need:

Text: *Academic Essays and Research*, by Ramirez

Materials: Notebook paper: bring **every day**

3-ring binder to organize class notes, homework, and assignments

Blue Books for in-class writing

Find a good English learner's dictionary – online, app or paper.

You may want to find a good grammar resource book for reference.

Course Objectives: This course is designed to teach college-level writing skills and prepare you for university-level writing courses (such as Writing 121). You will learn about, and write, a summary/response paper, academic paragraphs, essays, and an academic research paper. Writing styles will include: extended definition, cause-effect, problem-solution, and persuasive or argument. Some of our goals include:

- ⇒ Review of the essay-writing process
- ⇒ Expressing, explaining, and responding to, other writer's ideas by summarizing, paraphrasing, and using quotations
- ⇒ Introduction to writing summaries, responses, academic paragraphs and research papers
- ⇒ Using advanced grammar forms such as modals, conditionals, noun phrases, 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
- ⇒ 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. The research will require a lot of time and a lot of reading! There are grammar assignments that include drills, reading and writing.

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. To pass the class, you need to write 4 passing papers at home and 2 passing 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 5-10 page research paper.

3) Quizzes and Exams. There will be 5 quizzes through the term and a final exam. You must pass the final to pass the course. If you miss a quiz because of illness, you can make it up.

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: ~60% 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, often 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 plagiarizing**. If you can do those three things, you will definitely succeed in the course!

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 2 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 may not always 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 week 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, so notes are important.

Final Exam

You must pass the final exam to pass the class.

Late Homework

It's your responsibility to complete writing on time, correctly format it and save it, and email it when it is due. Late papers will have points removed or may not be accepted. Please, always communicate your situation with me in a professional way – I will try to work with your situation!

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 and Devices

No social media during class! No music during class! No texting during class! Your device use can distract others and hurt their learning. If you choose to use your phone for entertainment or communication during class, step outside the classroom to do so.

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. As for using translation software:

The use of translation software is considered cheating in the ESOL program.

Since our goal is to improve your actual level of English ability, it should be clear that the use of translation software will not help you progress to that goal.

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.

Tutoring

You can get free tutoring for all your ESOL classes from the ESOL Tutoring Center in CT 208. The tutors who work there are ESOL instructors. The Student Learning Center (SLC) in the library has conversation partners and conversation groups. if you want extra speaking practice.

Take Care of Yourself

If you have any special needs, you can discuss them with me at any time. This includes any problem 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 email this office disability.services@pcc.edu.

Their website is <https://www.pcc.edu/disability-services>.

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 **971-722-8153**. Counseling is near the cafeteria, in CC 210.

Their website is <http://www.pcc.edu/counseling>.

I will be happy to help you call or visit either of these offices, and *both are 100% private*.

PCC is a sanctuary college. That means we support every student, documented or not. We do not allow ICE on our campus (unless they have a warrant). For more information and resources, see www.pcc.edu/resources/undocumented-students/.

Title IX/Non-Discrimination statement:

PCC and the ESOL department believe in a learning and working environment based on communication and respect. If you do not feel respected – on campus or off – please share it with us so we can help. If anyone makes you feel uncomfortable with sexual harassment, sexual misconduct, sexual assault, or discrimination based on race, color, religion, age, national origin, veteran status, sex, sexual orientation, gender identity, or disability, please talk to me or contact the Office of Equity and Inclusion at [\(971\) 722-5840](tel:9717225840) or equity.inclusion@pcc.edu. Use the resource cards posted in ESOL classes to find ways to share any experiences that make you uncomfortable. PCC and your instructor are committed to helping protect your civil rights!

Study Groups

Call a classmate to find out what work you have missed if you are absent. Get together to review grammar. Study for quizzes together. A study group can make a big difference in your grade! Meet some classmates now. Get their contact info and write their names **here**: