

English 052: Basic Writing II Syllabus

CCBC: Essex

Academic Division:
School of Liberal Arts

Course Number and Title: English 052--Basic Writing II **Section(s):** E2X

Basic Course Information:

Instructor: Fawcett Dunstan

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Course Description:

- **Semester Credit Hours:** This course has three billable hours, but it does not count toward graduation. It is a pass/fail course.
- **Course Description:** Basic Writing II provides intensive instruction and practice in writing coherent paragraphs and essays for specific audiences. Course activities include the drafting, revision, and editing processes as well as instruction in grammar, mechanics, and usage.

Course Prerequisites/Co-requisites: Placement in English 052 is based on your assessment test score or the completion of ENGL 051.

Course Goals:

The overall course goals are:

Employ a generative and recursive writing process that includes invention, planning, drafting, revising, editing, and proofreading.

- Write for a variety of purposes and audiences.
- Develop and organize appropriate evidence.
- Use a variety of sentence structures.
- Write effective, focused, and logically organized paragraphs.
- Write topic sentences for individual paragraphs.
- Write thesis or controlling sentences for essays.
- Write introductory and concluding paragraphs.
- Use effective transitions within and between paragraphs.
- Write coherent essays, as appropriate to topic, audience, and purpose.
- Work collaboratively with peers in the development and revision of an essay.
- Identify and correct major sentence-level errors--i.e., fragments, comma splices, and run-ons, in their own writing
- Identify and correct minor sentence-level errors--i.e., apostrophes, punctuation, and capitalization, in their own writing

The topics covered in this course include:

- Writing as a process
- Grammar, mechanics, and usage
- Audience and purpose
- Sentence style and variety
- Paragraph development
- Essay development and organization
- Introductions and conclusions
- Transitions
- Revision
- Editing and proofreading

Rationale for the course: The successful student in this course will learn how to formulate a logical and well-developed essay that has a clear thesis and that is unencumbered by grammatical errors. These skills will prepare you to be successful in college-level English courses. They are also transferable to real-life work situations in which you will be required to communicate your ideas clearly and effectively.

Evaluation:

Assignments and Tests	Point Value
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In-Class Writing Activities for the Essays for English 101/Daily Participation	60
Grammar Work	30
Group Work	10

Total Points	100
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Please note that your final grade will be reflected as follows:
S=PASS; U=FAIL

Final Points	Letter Grade
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70-100	S=PASS
0-69	U=FAIL

Late work policy:

*Assignment due dates are fixed. A full letter grade (or 10%) will be taken off work that is late. I will not accept any work that is later than one week later than the due date (without a valid excuse).

Emergencies:

* If a valid emergency occurs (hospitalization, death in the family, and so on), I may extend the deadline of an assignment if you present a valid medical note or funeral flyer (or e-mail or speak to me forty-eight (48) hours before the deadline). This extension is only used in real emergencies, so please plan your schedule accordingly.

Attendance Policy:

You are expected to attend all scheduled classes. In the event of an absence, you must present a valid excuse (authentically signed medical or legal slip) upon your return to class.

- Three latenesses and/or early departures will equal one absence.
- Three absences for a Tuesday/Thursday (or Monday/Wednesday) class or four absences for a Monday/Wednesday/Friday class will lower your grade. You may fail if you exceed four absences for a Tuesday/Thursday (or Monday/Wednesday) course or six absences for a Monday/Wednesday/Friday course (regardless if your absence is excused or unexcused).
- Tardiness: If you enter after roll call, you must sign a late book.
- Please let me know at the beginning of the semester of any religious holidays that you may be absent from class for so that arrangements may be made ahead of time for your scheduled absence.

Behavioral Procedures:

Appropriate mature behavior is expected in this class. If there is a disagreement with the instructor or with another student, kindly wait until the end of the class to privately discuss your disagreement.

Cell phones, ipods, iphones, radios, CD players, and the like must be turned off before the start of class. Additionally, please refrain from texting and checking personal websites, such as Facebook and MySpace during class time. After one warning, the student will lose class participation points for the day if caught one more time using technology not related to class activities. If this inappropriate activity continues one or more times thereafter, the student will lose all possible participation points for the entire semester.

A Note about Plagiarism:

Grammar handbooks define plagiarism as the passing off of someone else's ideas or words as your own—whether on purpose or unintentional. It also violates CCBC's Academic Honesty Policy. Violators may automatically fail the paper that is plagiarized, and in cases of repeated plagiarism, they may also fail the course

Course Materials*:

***(The materials below are the same materials required for English 101.)**

Wood, Nancy W. *Perspectives on Argument*. 6th ed. New York: Pearson/Prentice Hall, 2009.

Troyka, Lynn Q. and Doug Hesse. *The QA Compact*. 2nd ed. Upper Saddle River, N.J.: Prentice Hall/Pearson, 2010.

Beah, Ishmael. *A Long Way Gone: Memoirs of a Boy Soldier*. New York: Sarah Crichton Books, 2007.

WebCT username and password (Instructor will provide)

Notebook (3-ring preferred to maintain course handouts, class notes, etc.)

- Paper (8 ½ X 11) white and lined, pens (blue or black ink)
- One two-pocket folder
- USB or Thumb Drive (for saving essays and class assignments)
- Dictionary and thesaurus—**recommended, but not required**

Tentative list of dated assignments:

Instructor will present weekly assignments on writing, grammar, and groupwork.

Hints for Success:

Here are some tips you should follow which will help you to succeed in this course:

Set aside a specific time each week to work on this course. The estimated amount of time you should spend is three to four hours.

Keep in touch with me and your classmates through email, phone, and class time. This will help build a sense of community among us.

Ask for help when you need it.
