

## Accelerated Learning Program

Welcome to The Accelerated Learning Program (ALP), an exciting program designed to enable you to complete the requisite ENGL 052 (in which you were placed based on your writing sample) while, at the same time, taking ENGL 101, a course for which you can earn 3 college credits and complete the first of the two required freshman writing courses. If you pass both courses (ENGL 052 and ENGL 101) you would then be eligible to take ENGL 102 as your next English course! This is a great opportunity for you to succeed at developing more quickly the writing skills you need to be successful in your college career. I am very excited to be your professor for this semester for both ENGL 052 and ENGL 101 and I am dedicated to helping you succeed in both courses; however, as you know, you are taking two English courses and the workload will be that of two English courses, so you will have to do your part in order to meet the objectives for both courses. Here is an explanation of how the grading system will work:

Students who pass both ENGL 052 and ENGL 101 will be given an S for 052 and a letter grade (A, B, or C) for 101 and will be eligible to enroll in ENGL 102 in the spring☺

Students who pass ENGL 052, but fail ENGL 101 will get an S for their grade and credit for 052 but will be required to retake ENGL 101.

Students who fail both courses will receive a U for ENGL 052 and an F for ENGL 101 and they will be required to register, retake, and pass 052 before they can register for ENGL 101 again.

**NOTE:** It is unlikely that you can pass ENGL 101 if you don't pass ENGL 052. You will see why when we get the requirements for ENGL 052

You have already been given the information you need for the ENGL 101 course, and below is the course format you will see for the ENGL 052 companion course. My vision for these two courses is that in ENGL 101 you will work at the college level and meet the same writing and reading requirements that are expected of all ENGL 101 students. The ENGL 102, which will directly follow ENGL 101, will be a class where:

- ☐ You will ask and I will answer questions about concepts you did not understand from ENGL 101 class
- ☐ We will discuss strategies on how you can be a successful student
- ☐ We will discuss the writing process, from the planning stage to successful final drafts
- ☐ We will discuss writing topics such as thesis, audience, organization, development and how they are important to your own writing
- ☐ We will focus on and practice grammar, mechanics and usage
- ☐ We will discuss and work on paper assignments from the ENGL 101 class
- ☐ You will have time to meet with me privately to discuss your writing strengths and weaknesses
- ☐ You will be able to get individual feedback from me on your writing
- ☐ We will discuss my comments on papers and what they mean for revision
- ☐ You will meet with me to discuss revision strategies for papers you've written for ENGL 101
- ☐ You will have time to work on revisions as needed
- ☐ You will engage with other students in small groups for extra peer editing sessions and assignments
- ☐ You will learn how to read a text and respond to it in writing

**Fall, 2009 Semester of ENGL 052 – Basic Writing II E4X(CRN 94703)**

**Meeting Days/Time: T/H 12:45 pm – 2:05 pm**

**following information is designed to help guide you successfully through this course.**

**Instructor:** Cheryl Scott

**Office:** E 322

**Phone:** 443-840-1621

**Email:** [cscott2@ccbcmd.edu](mailto:cscott2@ccbcmd.edu)

**Writing Department telephone:** 410-780-6723

**Office Hours:** (T/H 10:00 am – 11:00 am) or (by appointment)

**Course Objectives:**

This course provides intensive instruction and practice in writing coherent paragraphs and essays for specific audiences. Course activities include drafting, revision and editing processes, as well as instruction in grammar, mechanics and punctuation. Upon successfully completing this course, you'll be able to understand and use the following skills in your writing:

- Employ a generative and recursive writing process that includes invention, planning, drafting, revising and editing.
- Develop topics relating to assignments and addressing a variety of purposes and audiences.
- Develop and logically organize appropriate details and evidence into effective, focused paragraphs.
- Write topic sentences for individual paragraphs.
- Write thesis statements for multi-paragraph essays.
- Write introductory and concluding paragraphs.
- Use effective transition within and between paragraphs.
- Work collaboratively with peers in the development and revision of an essay.
- Use a variety of sentence structures.
- Identify and correct major sentence level errors in your writing (especially sentence fragments, comma splice, run-on sentences, subject-verb disagreement, and incorrect verb tense and form).
- Identify and correct minor sentence-level errors in your writing (including apostrophes, punctuation, pronoun reference and agreement, and capitalization) in their own writing.

**Course Topics:**

- Writing as Process
- Grammar, mechanics, punctuation
- Audience and Purpose
- Sentence style and variety
- Paragraph development
- Essay development and organization
- Introductions and conclusions
- Transitions
- Revision
- Editing and Proofreading

**Required Texts:** These are the same text required for ENGL 101

- Beah, Ishmael. *A Long Way Gone: Memoirs of a Boy Soldier*. New York: Crichton Books, 2007.
- Quitman Troyka, Lynn and Douglass Hesse. *Q A Compact*. New Jersey: Prentice Hall, 2007. **Do not sell this book back to bookstore as you will likely need it for ENGL 102**
- Packet of handouts of short essays provided by me.

**Required Writing Tools needed for success: Please have these materials by our next class**

- Notebook and paper – (a three ringed binder with dividers will work well to help you stay organized). I will give each of you with your binder to help keep you organized.
- Disks (CD-RW)/flash drive (something on which you can save in-class written work)  
**You are required to have this for the next class. Not having a disk to save your in-class writing does not excuse you from writing in class and will cost you 10 points each time from your total points at the end of the semester.**
- Two pocket folders (That makes 4 total: 2 for ENGL 101 and 2 for ENGL 052)
- Two different colored highlighters/pencils/pens
- Access to a computer.
- White out

**Guidelines to follow for success:**

ENGL 052 is a **Pass** or **Fail** course in which you earn either an **S** for satisfactory or a **U** for unsatisfactory performance. In order to pass the course you must demonstrate your readiness to do work at an ENGL 101 level by successfully accomplishing course goals and earning a passing grade in **all** of the following areas:

**Essays** – You will plan, develop, write, revise and edit **five essays**, each one requiring you to use a different strategy to organize and present information. Some of these papers will be the same ones you write for 101, but others are designed specifically to meet the objectives of this class. All drafts of these essays (whether for peer editing or to be graded) should:

- Be Typed, double-spaced, using 12-point font (Times New Roman), with one-inch margins at the top, bottom, and right of each page.
- Have a Heading: Name, date of submission, ENGL 052 E4X, my name, and paper #, draft # should appear in the upper left-hand corner of the first page of the paper.
- Each essay should have a creative title. Please **DO NOT** use **bold font**, do not *italicize it*, do not underline, and do not **USE ALL CAPS**, do not “put it in quotes.”(See attached sample).

You will hand in all essays in a pocket folder and include:

- All brainstorming and pre-writing activities
- An audience profile
- An organization plan
- All rough drafts (at least one from the peer editing workshop done in ENGL 101 and one from peer editing in ENGL 052)
- All Reader Response peer editing sheets
- Copies of any sources you used to support the ideas in your essays
- A final draft for grading

- A disk on which you saved a copy of the final draft of the paper

You'll spend time working in small groups, brainstorming, reading and editing each others' work, and giving and feedback from each other. Essays for these workshops must also be typed and complete in length, and you will bring enough copies of your draft for each member of your group. You will receive more detailed information for each assignment well in advance.

**Revisions of Essays** – If at first you don't succeed in earning a passing grade on an essay, you will have an opportunity to revise. Each paper you submit will be returned to you with a detailed explanation of why and how your paper must be revised and detailed instruction as to which areas you need to revise. You will be given an opportunity for revision for the papers you write in ENGL 101 that do not earn passing grades. Revisions are also submitted in a pocket folder with all the writing activities that were included with first packet, plus the grade sheet and the ungraded draft. I will not reread a revision that is not handed in with a complete packet; thus, you will lose the opportunity and may risk having a paper that does not meet passing standards. Please take these revisions seriously because if you do not earn a passing grade on all of your papers, you are not eligible to submit a portfolio; thus, you will not pass this course. If you do not pass this course, you will not be eligible to pass ENGL 101 either.

**Portfolio:** You are also required to hand in a portfolio at the end of the semester highlighting your best-written work. The advantage of a portfolio is that it gives you another opportunity to help you revise all your papers for both classes to meet passing standards. More details to follow.

**Journal Entries** – You will plan, practice and refine your writing by keeping a journal. These assignments and topics will relate to the papers you will write for this class. They will be graded with a check (passing) or a zero (0) which earns you no credit. You will receive more specific details in class.

**Participation and Preparation** – These two areas go hand-in-hand. Your participation in class discussions, writing workshops, and other collaborative class activities is expected and essential to your success as a writer and for the success of this class. Contributing to **class discussions** and being involved in all **class activities**, including **writing workshops**, will enable you to earn a passing grade in this area. However, in order to be able to participate, you must also be prepared for each class. This means reading all the assigned readings, bringing all your books, readings, and writing materials to class, and completing and bringing all assignments, including your drafts for workshops, your journals, and grammar exercises. Note, also, that I expect that while you are in this class, you will work on our class assignments, not assignments for your other classes. If you are not prepared for class or you work on activities not related to our class, you will not be given credit for attendance or participation and preparation for that day.

**Grammar exercises and quizzes** – Each week you will be assigned chapters in the **OAC** that explain one area of grammar, punctuation, or mechanics along with exercises that give you the opportunity to practice these skills. It is really important that you read and complete the exercises in these chapters and demonstrate your understanding of and ability to use these skills in the writing of your papers. Since one of the requirements for passing this course is to be able to identify and correct major and minor grammar and punctuation errors in your own writing, these exercises will help you accomplish this goal. There will also be quizzes based on the information from these chapters that you must pass with a C or better in order to complete the course with a satisfactory grade.

**Attendance** – Same as the ENGL 101 course. As students, you are expected to attend class, bring your books and assignments, and contribute to class discussions and activities. Group work, peer editing, quizzes, and in-class writings cannot be made-up, so it is important that you be in class to get credit for these activities. With that in mind, you are allowed **four** absences for the semester without consequences. If you miss more than **four** classes **you will fail** the course. It is also important that you arrive to class on time and, once class has begun, remain in class until the end of the session. If you must leave early, please let me know before class begins. I record arriving late/leaving early as ½ absences if it occurs more than 3 times. Missing a class is not an excuse for not being prepared for the next class. If you miss a class or you arrive late or leave early, it is your responsibility to discover what transpired during that class - including changes to the syllabus, directions on assignments, etc. You should get an email or telephone # of two of our classmates before you leave here today. I do not distinguish between excused or unexcused absences, so use them wisely. Also, you are still expected to hand in any assignments that are due that day on time to get credit for them. All quizzes must also be made up on your own time.

**The Writing Center** – The Writing Center is located in E 338 and is staffed with professional tutors who work with writers in any subject area. This service is **free** of charge. Call 780-6799 or stop by to make an appointment.

**Computer Labs** – There are several open computer labs for your use on campus. The Writing Center, the Success Center, and the library are some of these areas.

**Plagiarism** – Same as the ENGL 101 course.

**Cell Phones Policy and Code of Conduct: Same as the ENGL 101 course.** CCBC's policy states that disruptive behavior involves engaging in disorderly or disruptive conduct on college premises or at college-sponsored activities that interferes with the activities of others, including studying or teaching or classroom learning. **Answering cell phone text messaging, emailing or searching the internet without teacher's permission it will affect participation, your attendance, and your grade. If you have an emergency exception, please let me know before class and put phone on vibrate.)** I reserve the right to ask students who disrupt class in any way to leave the classroom, and they will not be permitted to come back to class until s/he meets with me first.

**Services for Student with Disabilities:** CCBC is committed to providing equal access to educational opportunities for all students by arranging support services and reasonable accommodations for students with disabilities. A student with a disability may contact the appropriate campus office for an appointment to discuss reasonable accommodations. An appointment must be scheduled within a time period which allows staff adequate time to respond to the special needs of the student. The student must provide the appropriate office with proper documentation supporting the need for reasonable accommodations. For more information, contact:

CCBC Essex	CCBC Catonsville	CCBC Dundalk
10-780-6741 or	410-455-6946 or	410-285-9808 or
10-238-4601 (TTY)	410-455-4163 (TTY)	410-285-9529 (TTY)___

**Final Note** - If you should have any questions or need any help during the semester, please don't hesitate to call or make an appointment to meet with me. I want to see you succeed in your writing, and I promise to work with

elp you reach your goals for writing and for this class. Please, don't wait until it is too late to ask for help from the Writing Center, the Student Success Center, or me.

### Schedule

**QAC Grammar, Punctuation, Mechanics, and Revision schedule: In addition to the syllabus assignments and reading writings you have for ENGL 101, you will also follow this schedule of grammar, punctuation, mechanics, quizzes, and revisions for ENGL 052.**

**Week 1: Tuesday, September 1**

Introduction to the course, students, instructor.

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**Thursday, September 3**

In-class writing/diagnostic

**Week 2: Tuesday, September 8**

Work on introductions for Essay # 1

**QAC:** Chapter 14 (**Parts of Speech**) pp.160-168

**Due:** Make a list and write a short definition for all parts of speech from Chap. 7

Quiz: Parts of Speech

**Thursday, September 10**

**QAC:** Chapter 14 (**Sentence Structures**) pp. 168-177

**Week 3: Tuesday, September 15**

Continue work on Essay # 1

**QAC:** Chapter 15 (**Verbs**) pp. 179-189

**Thursday, September 17**

**QAC:** Chapter 15 (**Verb Tense**) pp. 190-196

**Due:** Final Draft of Essay # 1 is due in ENGL 101 class

**Week 4: Tuesday, September 22 and Thursday, September 24**

Individual Conferences

**Week 5: Tuesday, September 29**

Work on Essay # 2

**QAC:** Chapter 14 (**Four Sentence Types**) pp. 177-178

**Due:** Revision Essay # 1 for peer editing

**Thursday, October 1**

**QAC:** Chapter 9 (**Sentence Variety and Style**) pp. 119-129

**Due:** 2<sup>nd</sup> final draft of Essay # 1

Final Draft Essay # 2 is due in ENGL 101

**Week 6: Tuesday, October 6**

**QAC:** Chapter 24 (**Commas**) pp. 263-271

**Thursday, October 8**

Begin revision work on Essay # 2

Quiz: Conjunctions and sentence combining

**Due:** Revision of Essay # 2 for peer editing

**Week 7: Tuesday, October 13**

Quiz: Commas

**QAC:** Chapter 20 (**Comma Splices/Run On Sentences**) pp. 241-249

**Due:** Last Final Draft of Essay # 1

**Thursday, October 15**

Quiz: Comma Splices/Run On Sentences

Work on for Essay # 3

**Due:** 2<sup>nd</sup> Final Draft Essay # 2

**Week 8: Tuesday, October 20**

No Class

**Thursday, October 22**

Work on Essay # 3

**QAC:** Chapter 16 (**Pronoun Case**) pp. 201-208

**Due:** Last Final Draft Essay # 2

**Week 9: Tuesday, October 27**

**QAC:** Chapter 16 (**Pron. Reference/Agree**) pp. 208-213 and 224-228

**Thursday, October 29**

Quiz: Pronouns

Final Draft of Essay # 3 is due in ENGL 101

**Week 10: Tuesday, November 3**

**QAC:** Chapter 17 (**Subject Verb Agreement**) pp.214-224

**Thursday, November 5**

Quiz: Subject Verb Agreement

**Due:** Revision Essay # 3 for Peer editing

**Week 11: Tuesday, November 10**

**QAC:** Chapter 27 (**Apostrophes**) pp. 285-289

**Due:** 2<sup>nd</sup> Final Draft of Essay # 3

**Thursday, November 12**

**Quiz: Apostrophes**

**Due:**

**Week 12: Tuesday, November 17**  
**QAC: Chapter 19** (Fragments) pp. 235-241  
**Due:** Revision Essay # 3 for peer editing

**Thursday, November 19**  
**Quiz: Fragments**  
**Due:** Last final Draft of essay # 3

**Next week we will begin Make up Quizzes: Make a list of the quizzes you need to make up.**

**Week 13: Tuesday, November 24**  
Make up quizzes  
Revisions of essay # 3  
Work on revisions of essays for portfolios  
Work on Essay # 4

**Thursday, November 16**  
**No Class: Thanksgiving Break**

**Week 14: Tuesday, December 1**  
**Make up quizzes**  
Revisions of essay # 3  
Work on revisions of essays for portfolios  
Work on Essay # 4

**Thursday, December 3**  
Make up quizzes

**Week 15: Tuesday, December 8:**  
**Due:** Revision work on essays for portfolio

**Thursday, December 10:**  
**Due:** In class portfolio paper  
I will return essay # 4 with revision comments for you to revise for your portfolio

**Week 16: Tuesday, December 15**  
**Due:** Portfolios are due before 2:00 pm in my office E 322.

- **There may be changes made to this syllabus as warranted by the needs of the class. Plenty of notice will be given.**