Office Hours:
Tuesday and Thursday before class by appointment. After class on Tuesday until 2:30. Friday 1:15-3:00 by appointment. In the Writing Center Thursdays from 1 to 2, Friday from 11-1.

Required texts and/or other materials:
- *Thomas and Beulah* by Rita Dove
- *Winesburg, Ohio* by Sherwood Anderson
- *Never Let Me Go* by Kazuo Ishiguro
- *Writer’s Help*, internet access
- *Writer’s Reference Book*

- Composition Notebook for class notes, Binder for printed material
- Internet and UWG email access

**English 1102 Course Description**

**Catalogue Description:**
The course serves as a continuation of English 1101 and as an introduction to more sophisticated study of argument and textual analysis, focusing on the composition of increasingly complex analytical essays about written and visual texts. Students must demonstrate advanced competency in critical analysis and interpretation of texts.

**General Learning Outcomes:**
To develop reading, understanding, and interpreting of a broad range of written and visual texts from a variety of genres, including but not limited to nonfiction, fiction, poetry, drama, and film.
To extend the skills of analytical writing, critical thinking, and argumentative interpretation of meaning established in English 1101. To enhance the understanding of literary principles and the use of basic terms important to critical writing and reading. To construct essays using textual evidence from both primary and secondary sources.

**Specific Learning Outcomes:**

**Critical Reading and Analysis**
Develop an understanding of genre and the role of genre in textual analysis.
Understand connections between primary and secondary sources and how those connections affect and generate intertextuality.

**Writing Process and Rhetorical Objectives**
Demonstrate the ability to connect primary and secondary sources in a logical, persuasive, and correct way. Expand the length and complexity in the writing and thinking process. Minimal Competency Requirements
Essay Level
Continuation of the learning objectives of ENGL 1101, that is, creation of clear theses, effective introductions and conclusions, and logical, persuasive patterns of essay organization. Additional requirements include the ability to develop a logical argument advancing a particular explication or interpretation of a literary text, focusing on the ways in which the incorporation of secondary materials enhances argument.

Paragraph Level
Continuation of the paragraph development skills required in ENGL 1101. Additionally be able to manage quotations from primary and secondary texts as a means for developing paragraphs, neither letting the quotations dominate the paragraphs inappropriately nor under-explaining the quotations once used.

Sentence Level
Continuation of ENGL 1101, consistent evidence of sentence variety and control of syntax to achieve clarity. Consistent use of apt and varied diction. Additionally be able to use quotations in sentences while maintaining grammatical correctness and competent punctuation. Demonstrate a command of mechanics, grammar, and usage conventions of Standard Edited English as required in ENGL 1101.

Documentation Style
Use the MLA style for documenting sources.

Technological Objective
Demonstrate the ability to use word processing and to find and evaluate electronic resources.

Assessment and Assignments:
5000 words of graded writing
No fewer than 3 out-of-class essay assignments that make use of revising opportunities
At least two essays must incorporate secondary research

Common Language for Course Syllabi:
Please carefully review the information at the following link: http://www.westga.edu/assetsDept/vpaa/Common_Language_for_Course_Syllabi.pdf. It contains important information about your rights and responsibilities in this course.

Final grades will be posted to BanWeb; no grades will be given via telephone.

Plagiarism & Academic Dishonesty
The Department of English and Philosophy defines plagiarism as taking personal credit for the words and ideas of others as they are presented in electronic, print, and verbal sources. The Department expects that students will accurately credit sources in all assignments. An equally dishonest practice is fabricating sources or facts; this is another form of misrepresenting the truth. In addition, working closely with someone else to the point at which his/her ideas significantly contribute to your paper also constitutes a form of plagiarism known as excessive collaboration.

Regardless of the extent of the plagiarism (even two lifted lines constitutes plagiarism), students who plagiarize will be given an automatic F in the course, no exceptions, and may
face possible expulsion (Note: This policy extends to cheating on all other assignments as well, including journal entries, quizzes, or other in-class work.). See below for University policies for handling Academic Dishonesty:


The Writing Center

**Writing Center Hours:**
Monday, Tuesday, Wednesday: 10:00am-7:00pm, Thursday 10:00am-3:00pm, Friday 10:00am-1:00pm

Located in TLC 1201  Phone #: 678-839-6513  Email: Writing@westga.edu  
Website: www.westga.edu/~writing

The Writing Center is an extremely valuable (and free!) resource, one that I would encourage you to utilize. The WC offers consultation in which tutors question, respond to, offer choices, and encourage revision in student essays.

**What We Do:**
- Discuss ideas, read drafts, and work through revisions of essays; we do *not* proofread
- Regents’ Test Preparation (both the reading and essay sections)
- MLA, APA, Chicago/Turabian, and other citation formats

**Policies:**
- Please make appointments in advance. We accept walk-ins, but we cannot guarantee that a tutor will be available.
- If you cannot keep your appointment, you must call or email us 24 hours in advance to cancel. If you do not notify us 24 hours in advance, you will be counted as a No Show.
- Please arrive at your appointment on time. If you are 10 minutes late or more, you will be counted as a No Show and will not be able to have your appointment.
- If you have 3 No Shows in one semester, you will not be able to have any more appointments for that semester.

For more information, visit the Writing Center online

**Attendance:** **Attendance directly affects your grade.**

*All absences count,* regardless of your reason for missing class, so there is no need to explain absences or provide doctor’s notes. If you are absent when roll is called, you will be noted as absent. Do not be tardy if you want to be counted present.

Attending class is essential to your success. Our essay topics will be discussed and developed in class; your progress and participation grades will come from class work.

After 3 absences you will receive 0% on your participation grade; after 4 absences you will lose 5% of your process work grade, 10% after five, and upon 6 absences you will receive 0% on your process work grade.

Since you will be required to take the class again if you do not receive a C, it’s in your best interest, financially and personally, to attend all classes and protect your opportunity to
complete the class with an A, B, or C.

Withdrawal period ends on February 27. If you have already missed three classes by that time (including late arrivals), you are advised to withdraw with a W instead of risking a WF or a failing grade.

On days when a quiz or writing assignment is completed during class, late arrivals will not be permitted to disrupt the progress of present students.

**Disruptive Behavior Policy (FYW policy)**

Students may be dismissed from any class meeting at which they exhibit behavior that disrupts the learning environment of others. Such behavior includes – but is not limited to – arriving late for class, allowing cell phones to ring, speaking disrespectfully to the instructor and/or to other students, checking email or surfing the web, and using personal audio or visual devices. **Each dismissal of this kind will count as an absence and will be applied toward the attendance policy above.** *(Department Policy)*

**Classroom Decorum:** *Respect, compassion and support* for the class, the instructor, yourself, and your fellow students is critical. Any behavior in opposition to this expectation will result in dismissal from class and be regarded as an absence. Such behaviors include: texting, sleeping, disruptive side-conversations, rude or inappropriate remarks, and general antipathy for the classroom.

*All electronic devices (cell phones, ipods, etc.) should be turned off and out of sight during class UNLESS I ask you to assist in looking up an item related to our discussion.*

**Late Work Policy:** We will use Turnitin for delivery of all papers. Papers are due to Turnitin by 10pm on the evening BEFORE the hard copies are due in class. Late work will not be accepted. Make-up opportunities may be assigned on a case by case basis, but the easiest and best way to preserve your grade and protect your efforts is to turn in your work on time.

**Departmental Paperless Policy:** As of Fall 2006, our English Department has implemented a “paperless” policy in its classrooms. In other words, instructors will no longer be handing out worksheets or Xerox copies of materials for students. Thus throughout the semester, I will post things on my profile for you to download, print, and bring to class. I will try to remind you when you need to download and print an item for an upcoming class meeting, but it is your responsibility to check the syllabus and follow through.

To access our additional class readings, go to my faculty profile and check course materials for links. If for some reason you cannot access a hyperlink or run into a problem with one, email me as soon as possible so that I can address the issue. PDFs may have to be downloaded and saved to a file on your device.

**Protocol for out-of-class essays:** All final essays will be delivered via Turnitin. We will have a Turnitin tutorial during the first two weeks of class.

**Pre-writing:** For each of your out-of-class essays, you are required to turn in a pre-writing, each of which will count for one participation grade.

- You have the option of submitting pre-writing early for feedback. Please schedule an office visit to submit and discuss your pre-writing.
Rough Drafts: For each of your out-of-class essays, you are required to turn in a rough draft (also counting as one participation grade).

- Your rough drafts will be graded on the basis of completion, not content; the rubric for rough draft grades is as follows:
  - ESSAY #1 (3 full pgs.): 3 pages = A; 1 ½ pages = C; anything below 1 ½ pages = F
  - ESSAYS #2 (3 full pgs.): 3-4 pages = A; 2 ½ pages = C; anything below 2 ½ pages = F
  - ESSAY #3 (4-5 pgs.): 5-6 pgs. = A; 4-5 pgs. = C; anything below 4 pages = F
- All rough drafts must be typed; handwritten submissions will not receive credit.
- Each workshop will vary according to class needs.

NOTE: Students who do not have acceptable drafts will be dismissed from class with an absence.

Grading

All out-of-class essays will be graded according to the department’s shared grading rubrics for ENGL 1102. We will discuss the grading rubric in class prior to the due date for each essay so that you will be familiar with the criteria. All out-of-class essays must be typed and formatted according to MLA style guidelines. (See AWR 29 for more details regarding the proper format for your essays.)

In the second week of the semester, you will complete a diagnostic essay for feedback; this will enable me to let you know if your pattern of error constitutes a deficiency that will need attention outside of the time we spend in class. It will ultimately be your responsibility, if you do have a deficiency and need outside help, to seek that help, either via an appointment with the Writing Center or an appointment with me during my office hours.

Please note that I do not accept/allow “recycled” papers (i.e. essays that you have written for previous classes).

A Note Regarding Personal and Academic Responsibility

Being part of an academic culture (and "real life" in general) necessitates that you accept responsibility, not only for your actions, but for the work that you do; this means that it is ultimately up to you to meet deadlines, complete assignments, and accept the consequences when you do not comply with course policies. You are not entitled to a passing grade simply because you are enrolled in the course; likewise, in a university setting such as this one, grades are not assigned on the basis of effort, but rather, on the basis of academic performance. Your final grade will be the result of the grades that you earn; I cannot ethically give you additional points because you need to pass the course in order to avoid academic suspension or losing a scholarship. You know what the stakes are for you if you do not do well in the course, so take responsibility for your performance.

I will be glad to help you and to provide feedback for you as you engage in the writing process, but do be aware that if you choose to see me for help with an essay, you must bring some form of pre-writing with you. In other words, do not meet with me only to tell me that you don’t know what to write about; it’s your responsibility to generate ideas, and then I will help you refine those ideas. In addition, you should not wait until the day before an essay is due to meet with me about it for the first time.

Student-Professor Email correspondence:

You are welcome to email me with any questions, and you may also email your thesis statement to me if
you’d like feedback. While I’m happy to help via email, please do not abuse this privilege (i.e. re-sending thesis statements multiple times with changes made according to my suggestions). At a certain point, this becomes excessive collaboration, which is, of course, a form of plagiarism. Likewise, do not send emails asking questions that I have covered in class or that you can find on your own (due dates, course policies, etc.). Should you miss class, it is your responsibility to find out what work you missed (by consulting the online course calendar) and to get the notes from a classmate.

I also ask that you observe standard grammar and punctuation rules when emailing me (or any professor, for that matter!). Do not send emails that are in “text speak.” This is not an appropriate form of communication outside the realm of sending an actual text.

*Note: All student-professor email correspondence must take place via your my.uwg account; likewise, if you need to reach me outside of class and/or office hours, email is the most efficient way to do so. Please be aware as well that I cannot communicate with your parents unless you complete a FERPA form (available upon request). Should you have concerns about your progress in the course or any other issues that arise, it’s best that you address them with me personally.

Syllabus:
This syllabus serves as the contract for the class; if you are enrolled in the course, then it is understood that you will comply with the criteria set forth on this syllabus, as will I. The guidelines, expectations, and grading criteria are clearly outlined here, and these will govern the structure of the class. You should print off a copy of the calendar section of the syllabus and bring it to class with you every day, so that you may make note of any changes as they occur. Your final grade will be the result of the grades you earn, averaged according to the weights specified here (see below for percentages).

Grading scale:

**Out-of-Class Essay**:

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<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A+</td>
<td>98%</td>
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<tr>
<td>A</td>
<td>95%</td>
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<tr>
<td>A-</td>
<td>92%</td>
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<tr>
<td>B+</td>
<td>88%</td>
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<tr>
<td>B</td>
<td>85%</td>
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<tr>
<td>B-</td>
<td>82%</td>
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<tr>
<td>C+</td>
<td>78%</td>
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<td>C</td>
<td>75%</td>
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<td>C-</td>
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<td>D+</td>
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<td>65%</td>
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<tr>
<td>D-</td>
<td>62%</td>
</tr>
<tr>
<td>F</td>
<td>50%</td>
</tr>
</tbody>
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Your final grade will be determined as follows:

- **Participation**: 15%  
  (Lost after 3 absences)
- **Process and Diagnostic Work**: 20%  
  (Lost incrementally with 4, 5, and 6 absences)
- **Out of class essays**: 65%  
  (Late papers are not accepted. Plagiarized, Recycled or Collaborated papers will receive a 0.)


**Please note: Out-of-Class essays are due to Turnitin by 10pm the night prior to the due date. Hard copies are due in class at the beginning of class.**
IMPORTANT DATES/QUICK REFERENCE

1/5 - 1/11 Open drop-add: Classes dropped during Open Drop/Add will receive a refund.

1/12 Withdrawal period begins: Students who withdraw from a full term 15 week class between 12:01 am 1/12 and midnight 2/27 will receive a grade of W.

2/12 Essay #1 Due

2/27 Last day to withdraw with a ‘W’: Students withdrawing from full term courses after midnight will be awarded a grade of WF. Note: A WF grade is calculated as an F in the GPA. Students who have three absences, have failed any major assignment, have used cellphones in anyway during class, or have failed to participate in class discussions, are encouraged to seriously consider withdrawing at this time.

3/12 Essay #2 Due

4/14 Final Essay Due

4/27 Final Grades due to the registrar’s office by noon

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IMPORTANT NOTES:

● This schedule is subject to change in order to accommodate the progress of the class. Changes will be discussed in class as needed. You are responsible for checking the syllabus on a regular basis.

● Because we will read selections from our texts during class discussions, you should bring the work we are discussing to class; failure to do so will affect your participation and process grades.

● Any use of cell phones or personal electronics at any time during class is discouraged and directly affects your grade. I do not want to see your cell phone.

● All students are expected to schedule an individual meeting with the instructor during the instructor’s office hours. Failure to do so will affect your participation grade.

● All students are expected to participate in class discussions, Writer’s Help Assignments, and Draft Workshops. Failure to do so will affect your participation grade.

● Attendance and Classroom Behavior will directly affect your grade.

● Students will be required to take notes in the composition notebook. Notebooks will be graded.

● Students who plagiarize in any way including excessive collaboration, recycled papers, or failure to cite material or intellectual property will receive a 0 on the assignment in question and may also fail the class.

● Hard copies of final essays should be turned in with a copy of your outline, your original draft, and the essay rubric.

● Reading the assigned material is essential to your success in class.
ENGLISH COMPOSITION 1102 CLASS SCHEDULE:
CELL PHONE FREE ZONE.

Week 1:
T 1/6: Syllabus and course expectations review. Get and start reading *Thomas and Beulah.*

Week 2:
TH 1/15: Grammar and Composition Review. Terms toward Analysis assigned. Primary and Secondary Sources. WH Assignments.

Week 3:
T 1/20: Diagnostic essay due – In Class Peer Review. Speaker versus Author. Class discussion of *T and B.*

Week 4:
T 1/27: **Class Cancelled** – Complete Terms toward Analysis Glossary. Freewriting. Prepare outline. Start reading *Winesburg, Ohio*
H 1/29: Outline Due Essay #1. In Class reading and discussion. WH Assignments.

Week 5:

Week 6:
T 2/10: Final Draft Workshop

Week 7:
H 2/19: Mid-Term Assessment. MLA Review. In-Class Freewriting.

Week 8:
T 2/24 Outline Due. Class Discussion. Review Grades and attendance. Turn in Composition Notebook for Participation assessment.
H 2/26 Syllabus and expectations review. Discussion of *WO.* Start Reading *Never Let Me Go*

Friday 2/27 MUST WITHDRAW BY TODAY to receive a W. After today, all withdrawals WF, Failing.
Have you missed three classes? Consider withdrawing now.
Week 9:

H 3/5: In Class Diagnostics and Discussion. WH Assignments and Review.

Week 10:

H 3/12: **Essay #2 Due.** In Class Discussion *NLG.* Essay # 3 Assigned. WH Assignments.

Week 11:

SPRING BREAK

Week 12:

T 3/24 Proposals Due. Class Discussion. Research and Analysis. In Class Discussion *NLG.*
H 3/26 Proposal Revision and Outline Due. In Class Discussion *NLG.* WH Assignments.

Week 13:

H 4/2 Draft Due, Revision Workshop. WH Assignments and Review.

Week 14:

T 4/7 In-Class Writing. Tools for future Success.
H 4/9: Final Draft Workshop

Week 15:

T 4/14 **Essay #3 Due.** Final Exam Review. In Class Writing.
H 4/16 Continuing Final Exam Review. Questions. In Class Writing. Turn in Composition Notebook.

Week 16:

4/21: FINAL EXAM: 11:00-12:20 classes.................Tuesday, Apr 21, 11:00-1:30 pm

4/27 Final Grades due to Registrar