

# Writing 100

Moravian College

Fall 2014

PPHAC 113, Mondays, Wednesdays, and Fridays 11:45–12:55

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## Instructor Contact Info

Meg Mikovits

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I hold office hours every Monday and Wednesday from 9:00 to 10:00. If you need to make an appointment with me at a different time, I can gladly make arrangements to meet with you. I'm also available regularly on Google Hangouts; feel free to message me any time you see me online.

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**Course Description and Objectives:** Welcome to Moravian and to Writing 100! This course will focus on the development of academic writing through the examination of students' ideas and experiences. While conventions of academic writing will be the primary focus, personal perspectives will be the means through which we explore and develop writing skills and strategies. To accomplish this, we will utilize frequent reading and writing exercises as well as a collaborative workshop setting. By the culmination of this course, students will develop a critical awareness of their own writing habits and become more confident with the skills necessary to produce academic writing. *Your preparation and participation are, therefore, essential to the success of the class and to your success in it.*

**Course Requirements:** Each student enrolled in Writing 100 will complete several pieces of writing, formal and informal, graded and/or ungraded. Students should expect to receive suggestions from their instructor or classmates as they develop writing assignments through multiple drafts. Individual conferences, written comments, small group workshops, the College Writing Center—all may be used to help you as you plan, draft, revise, and edit a piece of writing.

## Required Materials and Texts

- Assigned readings to be distributed in class and/or online
- Writing implement
- A notebook or looseleaf paper
- MacBook and iPad (please make sure your devices are fully charged prior to class)
- An iPad stylus (optional, but recommended)

**Attendance:** Group discussion and other collaborative, in-class activities constitute a significant part of this course. Because such activities are done only in class, student attendance is required. Absences from class do not excuse late work; if you know you will not be in class, any assignments due that day are still required to be submitted to the instructor on time. Poor attendance will negatively impact students' grades. Each student is permitted three absences throughout the

semester; in addition to missed classes, repeated or excessive lateness may count as absences. Your fourth and each subsequent absence from the class will have several effects:

- No credit earned for participation and in-class activities on days missed.
- An immediate 3% penalty in your final course grade (e.g.: if your final course grade was going to be 85% and you have missed five total classes, then the penalty would leave you with a final grade of 79%).
- An e-mail to Dean Traupman-Carr and Mr. Sethi.

If you encounter extenuating circumstances that necessitate missing large amounts of class, please speak with me as soon as possible so we can discuss the best course of action. In all circumstances, students are wholly responsible for finding out what they missed during class time and making arrangements to make up work. Please communicate with me every time you must miss a class.

**Academic Honesty:** Students in this course should refer to the statement on academic honesty at Moravian College in the current Student Handbook, available at <http://www.moravian.edu/studentLife/handbook/academic/academic2.html>. I take the provisions of the Academic Honesty Policy very seriously and am obliged to report any suspected violations. Students must retain copies of all written work submitted to the instructor, as well as all notes, drafts, and materials used in preparing assignments. These are to be made available for inspection by the instructor at any time. Questions about appropriate collaboration, proper documentation, and other honesty issues can be confusing. If in doubt, ask the instructor.

#### **Additional Information**

- This syllabus, including the schedule of readings, writing assignments, and examinations that follows, is subject to change.
  - In order to be successful, students should expect to work at least two hours outside of class in preparation for every hour of scheduled class time.
  - Students who wish to request accommodations in this class for a disability must contact Ms. Elaine Mara, assistant director of academic support services for academic and disability support, at the lower level of Monocacy Hall, or by calling 610-861-1401. Accommodations cannot be provided until authorization is received from the Academic Support Center.
  - You are sternly encouraged to take advantage of the help available through the Writing Center. For more information, visit its website at: <http://home.moravian.edu/public/eng/writingCenter/appointments.htm>. The Writing Center is located in a building that is not accessible to persons with mobility impairments. If you need to make alternate accommodations when using the services of the Writing Center, please call 610-861-1392.
  - Technology issues are not an excuse for late or missing work. Be sure to plan ahead, save drafts frequently, be prepared to work offline if necessary, and have a backup plan for computer and internet access.
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**Assignments:** This is a writing-intensive class. In addition to formal papers, your grade consists of multiple informal writing exercises, responses, and group projects.

Participation	10%
Journal	15%
Academic Extracurricular Events	5%
Group Paper	5%
Narrative Essay	10%
Argument Essay	10%
Analysis Essay	10%
Research Project	35%

**Participation:** Your full participation is expected and anticipated each class period. This is not a lecture-based class, so individual student participation is essential to the group's learning experience.

- **Be prepared:** Complete required reading and assignments prior to class. Bring all necessary materials with you. When necessary, print, copy, and organize your work prior to the start of class.
- **Pay attention:** Be mindful of your laptop and iPad use. Listen when others are speaking. Demonstrate that you are actively listening by taking notes, reacting to others, and showing interest in the discussion. Keep your phone turned off and put away during class, and refrain from checking email, social networks, web pages, and messages during class time.
- **Contribute to the discussion:** Your questions and comments are welcomed and expected. Do not hesitate to ask questions about anything you are unsure of; questions are a great way to gain knowledge and initiate discussions. Likewise, all of you are in a position to contribute information by answering classmates' questions, commenting on or respectfully challenging others' ideas, and providing your own responses to the class material.
- **Take part in activities:** We will utilize a number of small-group and partnered activities throughout class. As with our larger class discussions, your contributions are essential for success. Following from this, students are expected to work through the entire class period when working on group activities or individual in-class writing assignments.

**Journal:** Throughout the course, you will maintain a response journal folder on Google Drive. Journal entries will be assigned regularly in the form of responses to readings and events, reflections on previously completed work, brainstorming for upcoming assignments, and other similar purposes. Though your journal will not be graded for grammar and style, it should still reflect a strong degree of critical and analytical thought. A minimum of 25 entries is required with each entry being no less than 150 words. Journals will be reviewed three times throughout the semester.

**Academic Extracurricular Events:** Each student will attend a minimum of three Academic Extracurricular Events and write three short papers detailing each experience. Each paper should be two pages in length (500–600 words) and should follow the Know/Want to Know/Learned (K/W/L) format. Prior to the event you attend, write a short paragraph explaining what you know (or what you think you know) about the topic, and a second short paragraph outlining what you want to know about the topic. Afterwards, continue your paper by writing what you learned from the event, and consider how the information might be relevant to your academic, personal, or professional pursuits.

Moravian offers a huge number of events each semester, including the Faculty Colloquium series, Writing Center workshops, Hispanic Heritage Month presentations, MoCo Farm Fresh Market Food Talks, author talks, Honors student presentations, and many more. I will alert you to additional possibilities as they arise, but note that it is each student's responsibility to find and attend three suitable events throughout the semester. Please verify events with me to be sure that they meet the criteria for Academic Extracurricular Events.

**Group Paper:** Students will work in small groups to collaboratively develop, write, and edit a single paper using Google Docs. The project will culminate in a written paper and a presentation for the class. Equal participation of all group members is essential to the success of this project.

**Essays and Research Project:** You will draft and revise three 2–4 page papers and one 6-page paper, as well as completing several other shorter assignments. Specific requirements for the assignments will be discussed in advance of each assignment. In some cases, each assignment consists of multiple smaller pieces in addition to the paper itself. I encourage and expect you to consult with me throughout the course of your assignments. Draft workshops and individual conferences will help you strengthen your writing process. **I do not accept papers that have not been reviewed in the draft workshop process.** Papers are due in class on the due dates noted on the syllabus. In addition to the final version of a paper, all preliminary drafts, notes, etc. are to be preserved; otherwise, the assignment is incomplete and will not be accepted. **I do not accept or read late papers, except under very unusual circumstances.**

**You must complete all these requirements, as well as the six Student Affairs sessions, in order to be eligible to pass the course.**

## WRT 100 Fall 2014 Course Calendar

	<b>M</b>	<b>W</b>	<b>F</b>
<b>Week 1</b>	<b>25 August</b> Course Introduction	<b>27 August</b> Narrative Writing	<b>29 August</b> Student Affairs Session
<b>Week 2</b>	<b>01 September</b> Peer Revision Strategies	<b>03 September</b> Narrative Essay Workshop	<b>05 September</b> Student Affairs Session
<b>Week 3</b>	<b>08 September</b> Narrative Essay Due	<b>10 September</b> Group Projects	<b>12 September</b> Student Affairs Session
<b>Week 4</b>	<b>15 September</b> Group Projects	<b>17 September</b> Group Projects Due	<b>19 September</b> Student Affairs Session
<b>Week 5</b>	<b>22 September</b> Argument Strategies	<b>24 September</b> Argument Strategies	<b>26 September</b> Student Affairs Session
<b>Week 6</b>	<b>29 September</b> Argument Essay Workshop	<b>01 October</b> Argument Essay Due	<b>03 October</b> Student Affairs Session
<b>Week 7</b>	<b>06 October</b> Individual Conferences	<b>08 October</b> Individual Conferences	<b>10 October</b> Individual Conferences
<b>Week 8</b>	<b>13 October</b> Fall Break	<b>15 October</b> Analysis Strategies	<b>17 October</b> Analysis Strategies
<b>Week 9</b>	<b>20 October</b> Analysis Essay Workshop	<b>22 October</b> Analysis Essay Due	<b>24 October</b> Library Visit
<b>Week 10</b>	<b>27 October</b> Proposal Workshop	<b>29 October</b> Research Proposal Due	<b>31 October</b> The Academic Essay
<b>Week 11</b>	<b>03 November</b> Source Use	<b>05 November</b> Bib./Quote Bank Due	<b>07 November</b> Organizational Strategies
<b>Week 12</b>	<b>10 November</b> Individual Conferences	<b>12 November</b> Individual Conferences	<b>14 November</b> Individual Conferences
<b>Week 13</b>	<b>17 November</b> Research Paper Workshop	<b>19 November</b> Research Paper Workshop	<b>21 November</b> Research Papers Due
<b>Week 14</b>	<b>24 November</b> Workshop	<b>26 November</b> Thanksgiving Break	<b>28 November</b> Thanksgiving Break
<b>Week 15</b>	<b>01 December</b> Research Presentations	<b>03 December</b> Research Presentations	<b>05 December</b> Research Presentations