

Moravian College

WRIT 100 A

Living and Learning in the US

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Sociology
PPHAC 311**

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**Office Hours: T & Th 3:45 – 4:30p, W 1 – 2:30p,
or by Appointment**

****Please check email and Google Drive frequently**¹**

Course Description:

This course, geared toward non-native English speakers, will offer the students an opportunity to examine the social, political, and cultural expectations behind college-level work in the United States. Paying particular attention to writing and speaking, this course will explore, hone, and reinforce best practices in terms of reading, writing, studying, and otherwise preparing students for the American collegiate experience.

Required Text:

- Readings to be announced and posted throughout the term.

Course Objectives:

- To introduce college life and learning from a decidedly American academic perspective
- To provide discussion of best practices in terms of studying, note-taking, engagement, and the likes in a college environment
- To think and write in an effective and focused fashion befitting the collegiate

¹ And please email using proper grammar and etiquette. I am particularly aggrieved by such things.

- academic level
- To consider various ways and means for understanding life in the US and its broader place within academic and otherwise intellectual settings

Course Requirements:

Students will be required to take write a number of papers of various lengths and types, negotiate an extended research project consisting of several components and steps, prepare presentations in both individual as well as group settings (and each with an individual writing component), and perform other tasks including taking quizzes, writing impromptu warm-ups works, as well as experiencing a range of cultural and enrichment-type activities all geared toward demystifying the collegiate environment. Fair warning will precede any due date, though quizzes are generally unannounced prior.

The breakdown of final grades is as follows:

Misc. Work, including Quizzes, Participation, Talks, etc.	25%
Misc. (Non-Term Type) Papers	25%
Group Project (with oral component)	25%
Term Project (with oral component)	25%

As I typically employ letter grades on written assignments, I offer the below list of how each letter translates numerically:

- A+=100/A= 96/A-=93
- B+=89/B=86/B-=83
- C+=79/C=76/C-=73
- D+=69/D=66/D-=63
- F=55-50 [actual score depends on the severity of the error(s)/student will be notified]
- Failure to turn in work translates into a *ZERO*

Final Grade Scale:

- A=100-95/A-=94-90
- B+=89-88/B=87-84/B-=83-80
- C+=79-78/C=77-74/C-=73-70
- D+=69-68/D=67-64/D-=63-60
- F=59...

Grade Advisory – While I respect that students have to be grade conscious, it is imperative that students understand that:

I treat evaluations as professional—not personal!

Do not ask from me anything that steps outside the boundaries of proper decorum, and do not wait until the 11th hour to inquire as to your status. It is your responsibility to keep abreast of your own grade calculations, and unless the circumstances are unique, I'll leave you to your own devices on that matter. Also, to save us all needless heartache, and in the interest of propriety and our collective mental health, I also have to insist on a twenty-four hour grace period before I will speak to you about any returned work. You may find that this cooling off period is exactly what we both need to come together rationally and in the spirit of liberal learning.

Finally, you are required to attend at least one office hour session during the semester, and it is mandatory that you appear during office hours to discuss/go over in much greater detail any assignment graded below a C-.

Classroom Decorum and Expectations:

Attendance – Class attendance is mandatory and vitally important to your success. Failure to attend on a regular basis not only puts your grade in jeopardy but may also be met with a lowered mark for participation.

- There are no excused absences. If you have a legitimate emergency, it is your responsibility to bring it to my attention at your first possible opportunity.

Tardiness – Tardiness to class is not only detrimental to the learning process but quite disruptive and unfair to those who make it to class on time regularly. Recurring tardiness shows a lack of respect for the classroom, the instructor, and one's fellow students and will not be tolerated. Therefore, once the door has been shut, you will not be permitted to enter.

Deadlines – Assignment deadlines are exactly that. Students are expected to comply with deadlines in accordance with all rules, guidelines, and expectations of each assignment proffered. Failure to do so will result in a tendering of no-grade for work not done to expectation or submitted on time. The policy for late papers is as follows:

- On minor assignments, you will be allowed to turn in one late assignment as long as it is within twenty-four hours for a one letter deduction. After your one exception, you will no longer enjoy this luxury
- Do not expect me to have to chase you down in order to turn in assignments!

Participation – Classroom discussions are a big part of the learning process. Your participation is not requested—it is required. Failure to do so is both in bad taste and could conceivably be detrimental to your ability to learn effectively.

Disruptions – Disruptive behavior, including talking, unengaged behavior, i.e. reading a book, magazine, or newspaper, sleeping, chronic tardiness alongside loud entrances, and

any other unfortunate breach will not be tolerated. **This is especially true with cell phone use and the use of other electronic devices during instruction time.** Learning is an active process, and failure to actively engage not only threatens the individual's ability to learn but also affects others.

Academic Honesty – You are all responsible for knowing and adhering to the code of academic honesty here at Moravian College. For those of you unfamiliar with this code, it can be found on pages fifty-two through fifty-seven in your student handbook.

Please Note: It is your responsibility to see to it that these expectations and guidelines are met satisfactorily and consistently. I take the classroom quite seriously, and I expect all of you to do the same as well.

Out of Class Submission Requirements (non-negotiable and subject to major negative impact)²:

- a title page with a suitable title, your name, the course, section, and my name all spelled correctly
- 12 font (Times New Roman in black) with default margins and double-spaced
- page numbers
- a *References* section (if necessary) at the end of the work done in the most recent citation form of your choice (depends on your major and other factors)³
- for every unedited internet site there must be at least ***two*** published sources
- with few exceptions, single & two-digit numbers (*zero through* ninety-nine) are to be spelled out; three digits are to be written numerically
- be wary of overuse of abbreviations and/or contractions
- I expect Oxford commas in your written work.
- Please limit your use of the passive voice, under no circumstances are you to end clauses with propositions.
- a staple in the upper left-hand corner (no frilly covers)

****Please Note that any in-class work must be done in blue or black ink****

Notes on Writing and Research:

As this instructor is particularly driven by written expression, you should expect that there will be an emphasis placed on written expression in this course. I should also like you to know from the start that I spend a great deal of time poring over your writing and expect that you will read and explore my commentary on all things ranging from content to grammar, punctuation, and syntax. Please try to check your ego at the doors and realize that this is a

² Watch out for additions to this list throughout the term.

³ Work not properly cited will not be graded and could be brought to the Academic Standards Committee under a charge of plagiarism. If you have questions, please seek me out. Also, *Wikipedia* and other types of non-academic encyclopedias will under no circumstances be considered legitimate sources!

learning experience while convincing yourself that blips and missteps are all part of the process.

You should also note that where applicable, this instructor expects his students to deal directly with all matters relating to the citation process. Failure to do so will be dealt with harshly with penalties ranging from a zero on work not properly documented to a formal report to the proper academic disciplinary committee.

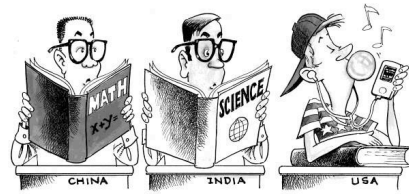
A Note on Academic and Disability Support:

Moravian College encourages persons with disabilities to participate in its programs and activities. If you anticipate needing any type of accommodation or have questions about the physical access provided, please contact the event sponsor at least one week prior to the event. Students who wish to request accommodations in this class for a disability should contact Academic and Disability Support at 610/861-1401 (office located on the first floor of Monocacy Hall). Accommodations cannot be provided until authorization is received from the Academic & Disability Support Office.

The Academic Support Center also houses Greyhound Tutoring, which provides course-specific tutors to Moravian students, free of charge. If you would like to work with a Greyhound Tutor to boost your academic success, please request a tutor through <http://bit.ly/NeedTutorMC> (case-sensitive). Plan ahead as it takes 2-3 business days to connect you with a tutor.

Please contact Dana Wilson (wilsond@moravian.edu), Tutor Coordinator, for more information about tutoring or Laurie Roth (rothl@moravian.edu), Director of Academic and Disability Support, for more information about disability support.

Study habits...



A graduate with a science degree asks, "Why does it work?"
A graduate with an engineering degree asks, "How does it work?"
A graduate with an accounting degree asks, "How much it cost?"
A graduate with a liberal arts degree asks, "Do you want fries with that?"
-Anonymous

Course Matters (always subject to change)

This semester, we will be examining the following topics and themes:

- pretests and other diagnostic tools
- language and custom
- phrases, clauses, sentences, and paragraphs
- why punctuation matters
- the art of the argument
- communication and the social contract
- comparing one's own language to that of others
- putting it all together (*aka* doing college-level research)

...through the following types of assignments:

- autobiography
- biography
- the five paragraph essay
- effective thesis statements
- the op/ed
- critical analysis
- annotations & summaries
- the research process

All assignments and due dates will come with a minimum of two weeks warning (likely longer) and will be developed in-class and in great detail. Please be in class and prepared to take notes and otherwise

engage course material at precisely the start of each period unless told otherwise due to such aberrations as weather cancellations, alternative meeting places, library days, tutorials, etc.