

First-Year Composition
Writing Your Way Into Purdue
English 10600-415-44681
Fall 2015

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Office Hours: Wednesdays 12:30-1:20pm
Course Website: Blackboard
(mycourses.purdue.edu)
Course Time: 1:30pm-2:20pm

Monday	Tuesday	Wednesday	Thursday	Friday
Conferences Heavilon 223 ENGL 10600- 431-44697	Classroom Heavilon 107 ENGL 10600-415- 44681	Conferences Heavilon 223 ENGL 10600-430- 44696	Computer Lab Beering B274 ENGL 10600-415- 44681	Classroom Heavilon 106 ENGL 10600-415- 44681

Course Description

Students at Purdue have diverse academic interests and professional goals, and while not every student at the university strives to become a career writer, the ability to communicate creatively and effectively is important to all of us for several reasons: 1) it provides us an outlet for sharing our ideas and an opportunity for making those ideas better; 2) it empowers us to understand different conventions, genres, groups, societies, and cultures; and 3) it allows us to have a voice in multiple academic, civic, and personal situations. In short, writing is a way of learning that spans all fields and disciplines. By requiring students to identify and interact with the Purdue community, each of the assignments in the Writing Your Way Into Purdue sequence enables student to become more integrally involved in activities and aware of resources available on the campus while developing their college-level writing abilities and research skills.

Course Goals

Introductory Composition at Purdue is designed to help you:

- build confidence in your abilities to create, interpret, and evaluate texts in all types of media;
- develop knowledge and inspire new ideas through writing;
- understand, evaluate, and organize your ideas;
- hone and expand critical thinking skills;
- understand what it means to write in different contexts, for different audiences;
- develop, articulate, and support topics through a variety of research methods;
- become an effective writer who can respond credibly, accurately, and convincingly to a variety of writing situations.

Pedagogical Approach

I believe students learn best in an active learning environment. As such, I will often ask you and your colleagues to engage with the material in various ways that go beyond answering instructor questions or taking notes. Active learning also helps to build a community within the classroom, which is an important component of engagement and success for students.

Required Texts

In this course, we will use the following two textbooks, as well as supplemental materials that will be provided during the appropriate unit. Your 106 textbooks are:

- *Envision : Writing and Researching Arguments* 4th Edition by Christine L. Alfano and Alyssa J.O'Brien (Pearson)
- *Understanding Rhetoric: A Graphic Guide to Writing* by Elizabeth Losh, Jonathan Alexander, Kevin Cannon, and Zander Cannon (Bedford/St. Martin's)
- *Grass Roots: The Universe of Home* by Paul Gruchow (Milkweed Editions)

You will be expected to bring your books to class every day we are covering material from them, along with a writing utensil and paper for taking notes. **You must also have the following materials:**

- a flash drive or other storage device
- a binder, folder, or notebook in which you will keep your assembled coursework
- a writing utensil
- a tri-fold poster board (for our final project)
- art supplies, like glue sticks, sharpies, and access to color printing (for our final project)
- a device with somewhat good photographic and video recording capabilities (for weekly blog posts)

Grade Breakdown	Points toward Final Grade
Professional Email Assignment	50
Unit 1: Rhetorical Analysis	200
Unit 2: Research Portfolio	200
Unit 3: Narrative of Place	200
Unit 4: Tiny Ecologies Poster with Presentation	100
Reading Quizzes and In-Class Writings	150
Tiny Ecologies Blogs (10)	100
Total Points for the Course	1000

Over the course of the semester, you will accumulate up to 1000 points.

Each unit will require written pieces that support the final product of the unit. Expect to hand in drafts, proposals, storyboards, and other written pieces during the project as part of your project or unit points.

Description of Grades

90-93 (A-) & 94-100 (A) —You did what the assignment asked at a high quality level, *and your work shows originality and creativity*. Work in this range shows all the qualities listed below for a B; but it also demonstrates that you took extra steps to be original or creative in developing content, solving a problem, or developing a verbal or visual style.

80-83 (B-) & 84-86 (B) & 87-89 (B+)—You did what the assignment asked of you at a high quality level. Work in this range needs little revision, is complete in content, is organized well, and shows special attention to style and/or visual design.

70-73 (C-) & 74-76 (C) & 77-79 (C+)—You did what the assignment asked of you. Work in this range tends to need some revision, but it is complete in content and the organization is logical. The style, verbal and visual, is straightforward but unremarkable.

60-63 (D-) & 64-66 (D) & 67-69 (D+) —You did what the assignment asked at a low level of quality. Work in this range tends to need significant revision. The content is often incomplete and the organization is hard to discern. Verbal and visual style is often non-existent or chaotic.

Below 60 (F)—Don't go here. I usually reserve the F for people who don't show up or don't do the work. If you give an assignment an honest try, I doubt you would receive an F. If you feel you put in your best effort and still received an F, you might consider dropping the class.

Assignments and Format Guidelines

Your work must be presentable. If you hand in sloppy or poorly proofread documents, they will be returned to you for correction. You need to use 11- or 12-point in a readable serif font, and your papers must be double-spaced unless I instruct you otherwise. We will default to MLA style in this class, unless you request special dispensation, and I expect your papers to be formatted accordingly. Work you hand in to me should have the following in the top left corner of the first page:

Your name

Name of instructor

English 10600-XXX-XXXXX

The current date (or date assignment is due for longer works)

In the header of every subsequent page, you must put your last name (only) and the page number. Examples will be provided prior to the first assignment.

If you wish to use a different style, such as the one used in your major discipline, please contact me and we will work this out.

Unless otherwise announced, **I will collect all assignments at the beginning of the hour.** In addition, I require that you upload your drafts and final papers to Blackboard by midnight on the day the assignment is due (as Word docs—not Open Office files, or Pages files, or anything else). Later in the semester, I might request that you submit your documents in .pdf format. I will provide instruction for using .pdf format. Occasionally we will also work in PowerPoint or other programs.

Filenames for electronic documents must include your name and the name of the assignment. Don't save your project as "rhetoricalanalysis.doc." Save it YOURLASTNAME_rhetoricalanalysis.doc or something similar, so that your file can be identified clearly when I have twenty on my desktop.

E-mail Etiquette

Emails should include a descriptive subject line, a salutation, body text with a clear purpose, and a closing signature. If your email does not contain an explicit question, I may not respond because I may not be sure if you require a response. If you include an attachment, please make sure the file is titled correctly (see the information about filenames above).

Please also be aware that I will send frequent e-mails to the course list. Check your e-mail regularly.

Grammar and Spelling Problems

First-Year Composition is not a course in grammar. If you are rusty in your grammar, you have a textbook that includes a handbook. Brush up on the basics. If you need other resources, ask me for help. However, from time to time, we will have quick refresher courses in grammar or mechanics; in addition, we will have workshop sessions on how to proofread for grammar and mechanics. But at this point in your academic career, you are expected to take responsibility for learning whatever basic writing issues you need to improve. If you are having problems, you should see me and/or go to the Writing Lab for help.

Drafts and Revising

At least one draft of each paper will be written for peer review in class. Your papers should and will go through multiple revisions. Revision is a process we all must go through to write well, think well, and learn well. I expect you to revise your first drafts by writing more than one version of your papers. By that, I mean you need to add material, cut out extraneous information and words, reorganize your thoughts and arguments, and develop your ideas more. **Students who do not do this are not likely to receive higher grades.** In later drafts, I expect you to do more sentence level editing for style and to proofread your work carefully.

Missed or Late Work

You must submit your work on time. Late work may be accepted under extenuating circumstances and only if you consult with me before the class period in which the work is due. **If you need an extension, you must ask at least 24 hours before the assignment is due** (and I will not always say yes).

With that said, if you find yourself overwhelmed and unable to complete an assignment, please come talk with me...but do so BEFORE the assignment is due. I expect you to do your best work and to turn work in on time, but I do know that sometimes life happens.

Missed quizzes or in-class writings must be made up within 2 business days of when you return to class. You should schedule an appointment with me to make up quizzes or in-class writings via email.

Attendance

We cover a lot of material in this class. We meet twice a week in a traditional classroom, once a week in a computer lab, and once in the conference center. I expect a good deal of activity and instruction every time we meet, so you must attend class regularly. Much of what you may miss cannot be made up. In order to participate in discussions, activities, peer reviews, and in other instruction activities, you must be present. I realize that sometimes you have illnesses or circumstances beyond your control, so I am allowing you three absences without attendance penalty. **If you miss more than three classes, your final letter grade will be lowered by 25 points per additional absence.**

I will not excuse absences for personal crises. Therefore, save your absences in case you really need them. However, if you miss too many classes, you will not have received the required instruction to pass this course. If you miss 8 classes (for whatever reason), you should consider dropping the class if you are still able to do so; otherwise you should be aware that you will need to retake 10600 the following semester. (Please be aware that different sections of 10600 will probably feature different

assignments; if you must retake the course, you will likely have an all-new set of assignments and expectations to face. Far better to work hard the first time through!)

In addition, I expect you to let me know *before class* via e-mail when you are going to be absent. I often schedule specific group activities, and I need to know how many students will be participating. Your absence can alter effective group activities. There are repercussions if you don't show up at a job without letting anyone know, so think of this class as preparing yourself for life after college.

I also expect you to take responsibility for what you miss in class. I will not come to you to tell you what you missed. I also will not answer an e-mail in which you ask, "Did I miss anything in class today?" **Of course you did.** Likewise, I will not spell out everything you missed if you e-mail me the question, "What did I miss in class today?" Ask another student or come see me during office hours.

If you are a member of PMO, a member of the Purdue Marching Band, a Purdue athlete, or a member of another group that officially represents Purdue University and you anticipate time conflicts between your university-sanctioned event and this class, please see me.

Tardy Policy

Sometimes we're late. It happens. If you must arrive late, please come in quietly and do your best not to disturb the other students.

Three tardies within the first twenty minutes of class will equal one absence (please see the absence policy for point deductions); however, if you are going to be more than twenty minutes late to class, please know that it will be marked as an absence. Arriving at 1:50pm or later means you're absent. You've already missed more than a third of the class.

Campus Emergencies

We will spend some time during the first week of class discussing what to do in case of an immediate campus emergency. The website on Emergency Preparedness is at www.purdue.edu/ehps/emergency_preparedness/. In the event of a major campus emergency, course requirements, deadlines and grading percentages are subject to changes that may be necessitated by a revised semester calendar or other circumstances beyond my control. Here are ways to get information about changes in this course.

- 1) Check the course website.
- 2) Check your e-mail.
- 3) E-mail me at campb186@purdue.edu

You are expected to read your @purdue.edu e-mail on a frequent basis. Not only will you receive important information from the university via e-mail, you will also receive a great number of reminders and updates from me.

Grief Absence Policy

If you have a death in the family, you (or your representative) should contact the Office of the Dean of Students. That office will then notify your instructors. (See the Grief Absence Policy for Students at <http://www.purdue.edu/odos/services/griefabsencepolicyforstudents.php>.)

Conferences

English 10600 has a conference component, which means you will meet either individually with me or with a small group of your peers and me nearly every week. You may not be in your conference

for the entire class period. I will provide for you a conference schedule that will tell you when you need to be ready for your conference. **Missing your conference is counted as an absence.** Please be on time.

In addition, if you want to discuss class topics one-on-one, or if you'd like to discuss your grade, I will happily meet with you during my office hours. Please note our time will be more productive if you come prepared with a list of questions and concerns. In other words, come to our meeting with an agenda. Know what you would like to achieve from our conference, and your time will be well spent.

Disability Resource Center (DRC)

Students with disabilities must be registered with DRC in the Office of the Dean of Students before classroom accommodations can be provided. If you are eligible for academic accommodations because you have a documented disability that will impact your work in this class, please schedule an appointment with me within the first three (3) weeks of the semester to discuss any adjustments you may need.

Professionalism and You

Please conduct yourself professionally at all times. You should not harass, threaten, or belittle others in any way. If you do, you will be removed from the class (perhaps permanently). You should listen respectfully to the views of others. Your cell phones and iPods should be silent and in your bookbag (not on your desk) and you should not be reading the newspaper or websites in class unless it is part of our assignment that day. I will give you one warning if you do any of these things. If you continue, you may be asked to leave the class for that day and be marked absent.

Purdue's Violent Behavior Policy

Below is Purdue's policy prohibiting violent behavior.

Purdue University is committed to providing a safe and secure campus environment for members of the university community. Purdue strives to create an educational environment for students and a work environment for employees that promote educational and career goals. Violent Behavior impedes such goals. Therefore, Violent Behavior is prohibited in or on any University Facility or while participating in any university activity.

Computer Responsibilities and Etiquette

Some class time will be reserved for computer work when we are in the computer lab. You must be able to access the space available to you on the server. In addition, you **must** back up your documents. Make sure you have the appropriate tools to do so. I strongly recommend a flash drive.

You are expected to treat all computer equipment with respect. You must follow Purdue's and ITaP's rules concerning your Internet account and software theft.

Academic Integrity and Plagiarism

Plagiarism is the act of using another person's work and calling it your own. You can plagiarize by purchasing a paper from someone and handing it in as your work, by stealing another student's electronic file, by downloading someone's work from the Internet, by copying material from a book or magazine article without citing the source, by cutting and pasting material from websites, and by using another's ideas without proper attribution. When doing research, you need to take careful notes and attribute your sources meticulously; you can inadvertently plagiarize someone's material if you don't.

We will have discussions throughout the semester about plagiarism. I want to stress that I value learning and honesty in the classroom. I also want to stress that **I do report known cases of plagiarism to the Dean of Students**. I have, I do, and I will. When you plagiarize, you cheat and defeat yourself. You rob yourself of your own educational experience. Worse still, plagiarism is essentially theft. You probably wouldn't steal a car. Don't steal someone's work. **You will receive, at the very least, a zero on that particular assignment; in some cases, you may fail the entire class.**

The English Department's official definition of plagiarism is: "When writers use material from other sources, they must acknowledge this source. Not doing so is called plagiarism, which means using without credit the ideas or expression of another. You are therefore cautioned (1) against using, word for word, without acknowledgment, phrases, sentences, paragraphs, etc. from the printed or manuscript material of others; (2) against using with only slight changes the materials of another; (3) against using the general plan, the main headings, or a rewritten form of someone else's material. These cautions apply to the work of other students as well as to the published work of professional writers.

Penalties for plagiarism vary from failure of the plagiarized assignment to expulsion from the university, and may include failure for the course and notification of the Dean of Students' Office. The Department of English considers the previous explanation to be official notification of the nature and seriousness of plagiarism."

You should become familiar with the following websites related to Purdue's rules and regulations. Purdue University's Student Conduct Code at http://www.purdue.edu/studentregulations/student_conduct/index.html

The Dean of Students' "Academic Integrity: A Guide for Students" at <http://www.purdue.edu/odos/osrr/academicintegritybrochure.php>

Purdue University's student regulations at http://www.purdue.edu/studentregulations/student_conduct/regulations.html

The section on plagiarism is under Student Conduct, B, 2, a.

If you still have questions about what is and is not plagiarism, do not hesitate to ask me in class, in my office, during conferences, or via e-mail.

Resources

Besides seeing me during your conference time or in my office, you have other resources at Purdue to help you with your writing and writing assignments. The **Writing Lab** in Heavilon Hall, Room 226, offers FREE tutorials to students by appointment or on a drop-in basis. For more information or to make an appointment, call 494-3723. You may also access the Online Writing Lab (OWL) at <http://owl.english.purdue.edu>.

Don't forget the **Purdue Libraries** (notice that "library" is plural). For one of our projects, you will get out of your computer chair and physically go to at least one of these libraries, but you also need to know the libraries website. It's www.lib.purdue.edu.

In Hicks Undergraduate Library, you can **check out equipment**, use the computers, learn new software, or reserve space to work collaboratively on a multimedia project. For more information, go to <https://www.lib.purdue.edu/services/equipment>. Start at the iDesk on the main floor of the Hicks Undergraduate Library.

Nondiscrimination

Purdue University's statement on nondiscrimination:

Purdue University is committed to maintaining a community which recognizes and values the inherent worth and dignity of every person; fosters tolerance, sensitivity, understanding, and mutual respect among its members; and encourages each individual to strive to reach his or her own potential. In pursuit of its goal of academic excellence, the University seeks to develop and nurture diversity. The University believes that diversity among its many members strengthens the institution, stimulates creativity, promotes the exchange of ideas, and enriches campus life.

Purdue University views, evaluates, and treats all persons in any University related activity or circumstance in which they may be involved, solely as individuals on the basis of their own personal abilities, qualifications, and other relevant characteristics.

Purdue University prohibits discrimination against any member of the University community on the basis of race, religion, color, sex, age, national origin or ancestry, genetic information, marital status, parental status, sexual orientation, gender identity and expression, disability, or status as a veteran. The University will conduct its programs, services and activities consistent with applicable federal, state and local laws, regulations and orders and in conformance with the procedures and limitations as set forth in Purdue's Equal Opportunity, Equal Access and Affirmative Action policy which provides specific contractual rights and remedies. Additionally, the University promotes the full realization of equal employment opportunity for women, minorities, persons with disabilities and veterans through its affirmative action program.

Please see the document titled "Fall 2015 Course Schedule" on Blackboard for daily activities, readings, and due dates.