

English IA-25

Instructor: Jim Sullivan
Fall 2003: MWF 12:10-1:00 Olmsted 1132
http://homepage.mac.com/jim_sullivan/1A-25.html
Email: jim_sullivan@mac.com

Office: HMNSS 3307
Hours: M/W/F 1:30-3:00 and by appointment
Office Phone: 787-5301 x14833
Cell Phone: (909) 964-2776 (best for messages)

“I write to find out what I am thinking. I write to find out who I am. I write to understand things.”
Julia Alvarez (quoted on the inside cover of *The St. Martin’s Guide*)

Course Description / Objectives

UC Riverside’s three-quarter IA-IB-IC course sequence introduces a variety of writing genres while encouraging the development of critical reading, writing, and thinking skills. The first course in this sequence, IA, focuses on the autobiographical essay, the biographical essay, the profile essay, and the explanatory essay. Supplemented by class discussion and critique groups, assignments will require writers to develop and demonstrate the following skills:

- ❑ the ability to compose coherent, unified, and engaging essays;
- ❑ the ability to present compelling evidence to support an essay;
- ❑ the ability to construct varied, lively, and grammatically correct sentences;
- ❑ the ability to employ dynamic, concise, and appropriate language; and
- ❑ the ability to improve and clarify writing through the writing process: invention, drafting, critiquing, revising, and proofreading.

As college students attending an elite university in the United States, you will learn, write, and work within a complex web of cultures, economic systems, social organizations, and competing values. By requiring you to develop your writing skills in these multicultural contexts, UCR affirms its commitment to grounding your college education on a broad, liberal arts foundation. Through the community of writers we will create in this class, you will prepare for leadership in your personal, social, academic, and professional lives.

Required Texts and Materials

- ❑ Axelrod, Rise B. and Charles R. Cooper. *The St. Martin’s Guide to Writing*, 6th ed. (SMG)
- ❑ Rodriguez, Luis J. *Always Running*.
- ❑ an email account / access to Microsoft Word software (for email submissions)
- ❑ access to a tape recorder (and a blank tapes)
- ❑ access to a camera (and some film)
- ❑ A college level dictionary and a college level thesaurus (I recommend the *Synonym Finder*)
- ❑ A portfolio binder (a 1” three ring binder will do) to collect and submit all written work

Grade Breakdown

Remembered Event Essay (1200 word minimum)	10 points
Remembered Person Essay (1200 word minimum)	10 points
Profile Essay (1400 word minimum)	25 points
Concept Essay (1400 word minimum)	20 points
Portfolio (includes 800 word minimum analytical narrative)	10 points
Quizzes, Peer Critiques, and “Discussion Starter” Presentation/Short Essay (500 words)	10 points
Final Exam	10 points
Class Participation (preparation for and constructive, thoughtful contributions to class discussion, group activities, and in-class writing)	5 points

You will find all assignment instructions and grading criteria at: homepage.mac.com/jim_sullivan/1A-25.html
I will score essays and other assignments on a point system. At the end of the quarter, I will determine your grade by simply adding the total number of points earned during the quarter and applying the following scale:

A	100-94 points	C+	79-77 points
A-	93-90 points	C	76-73 points
B+	89-87 points	C-	72-70 points
B	86-83 points	D	69-60 points
B-	82-80 points	F	59 or fewer points

Attendance: Because this class employs discussion, workshops, and critique groups, improving your writing depends upon class attendance and participation. Attendance and tardiness problems lower your class participation grade, undermine your writing skills, and erode the classroom experience of your classmates. For this reason, I require students who miss class or arrive late to class to meet with me during office hours to review their attendance record and discuss the material the student should have studied for that class meeting.

Essay submissions: You will find all requirements for paper formatting and length on each assignment's instruction sheet (available on the course web site). I will not accept papers that do not meet the stated submission requirements.

Late Submissions: I assign a 10% penalty per class day for any essays submitted after the start of the class period on the due date *unless a student receives permission from me prior to the due date*. A paper turned in at any time after the beginning of class on the due date receives this penalty. I do not accept late submissions of or "make ups" for writing process activities (see below), peer critiques, in-class writing, or quizzes.

Writing Process Activities: UCR's composition program and I believe in the importance of the writing process: invention, drafting, peer critique, revision, and proofreading. To help students learn to revise and edit more carefully, I also require each student to complete a correction log for each essay I evaluate. I will deduct a 10% penalty from each essay for each writing process activity that you do not *fully* complete by the assigned date and submit along with the final draft of the essay (students must submit correction logs within a week of when I return each evaluated paper).

Plagiarism: Please do not present the work of others as your own. If you plagiarize, you will earn a zero for the assignment, and I will refer your case to appropriate campus disciplinary authorities. Because UC Riverside has a strict plagiarism policy (please review it on the course web site), this serious academic offense could jeopardize your academic career. Develop your own voice and prepare yourself for professional life by learning to recognize plagiarism. Always submit original work and properly document any references you make to the thoughts, ideas, or language of others. If you feel overwhelmed by an assignment, reach out to me as early in the process as you can. You have my office hours, email address, and cell phone number: use them. I want to support your effort to develop your own voice as a writer in any way that I can.

Course Web Site: I will post course notes, useful web links, assignment instructions, and course announcements on the course web site (homepage.mac.com/jim_sullivan/1A-25.html). You will find grades, and attendance records on the course Blackboard (at ilearn.ucr.edu). Please keep me up to date on your email and telephone contact information.

Revisions: A student may revise one of the first two papers (Remembered Event or Remembered Person) and one of the last two papers (Profile or Concept). If you submit your revision with a 250 word (minimum) explanation of why and how you revised the essay, I will substitute the grade on the revised essay for the original grade. I do not provide detailed comments on these optional revision essays. The optional first revision is due by October 31. The optional second revision is due as part of your final portfolio.

Conferences: I believe that direct, one-to-one interaction with the instructor provides an invaluable perspective on a student's writing for both the student and the instructor. With this in mind, I require two mandatory conferences during the semester, hold at least four office hours a week, and encourage you to use email and the phone to communicate actively with me about your writing.

Course Calendar: 1A-25 Fall 2003

Complete all reading, study, or writing assignments before the class meeting on the date under which those assignments appear. **Students must also read the “Study Notes” on the web site before each class meeting** (I recommend reading these before you begin any of the other reading or writing assignments).

Week 1: An Introduction to Narration and Description	
Friday, September 26	<input type="checkbox"/> Greetings and course overview
Monday September 29	<input type="checkbox"/> Carefully review course syllabus and web site: homepage.mac.com/jim_sullivan/1a-25.html <input type="checkbox"/> Read and study <i>SMG</i> Chapter 1 “Introduction” 1-25 <input type="checkbox"/> Complete “Writer’s Inventory” (on course web site) and email to the instructor. Bring a hard copy of this to class.
Wednesday October 1	<input type="checkbox"/> Read and study <i>SMG</i> Chapter 14: “Narrating” 573-588 <input type="checkbox"/> Read and study <i>Always Running</i> Preface <input type="checkbox"/> Sign up for “Discussion Starter” assignment on Blackboard Discussion Board
Friday October 3	<input type="checkbox"/> Read and study <i>SMG</i> Chapter 15: “Describing” 589-600 <input type="checkbox"/> Read <i>Always Running</i> Chapter 1
Week 2: The Remembered Event Essay	
Monday October 6	<input type="checkbox"/> Read and study <i>SMG</i> Chapter 2: “Remembering Events” 25-50
Wednesday October 8	<input type="checkbox"/> Bring Remembered Event draft and cover sheet to class / email backup copy to instructor <input type="checkbox"/> Use <i>SMG</i> Chapter 2: “Guide to Writing” 51-78 as resource while you draft
Friday October 10	<input type="checkbox"/> Bring final draft of Remembered Event paper to class / email backup to instructor <input type="checkbox"/> Submit final draft and all writing process activities in a manila file folder
Week 3: Conference #1 Week (students will schedule conference times for Wednesday, Thursday, or Friday)	
Monday October 13	<input type="checkbox"/> Read and study <i>Always Running</i> Chapter 2 <input type="checkbox"/> Bring your evaluated Remembered Event essay to class with you. <input type="checkbox"/> Start Portfolio binder (see instructions on course web site)
Wednesday October 15	<input type="checkbox"/> Read and study <i>Always Running</i> Chapter 3 <input type="checkbox"/> Bring completed “Conference #1 Prep Sheet” to class
Friday October 17	<input type="checkbox"/> Read and study <i>SMG</i> Chapter 3 “Remembering People” 79-104
Week 4: The Remembered Person Essay	
Monday October 20	<input type="checkbox"/> Bring a complete Remembered Person draft and cover sheet to class / email backup to instructor <input type="checkbox"/> Use <i>SMG</i> Chapter 3 “Guide to Writing” 105-128 as you draft.
Wednesday October 22	<input type="checkbox"/> Bring completed Remembered Person Peer Critique to class / email backup to instructor <input type="checkbox"/> Read <i>Always Running</i> Chapter 4
Friday, October 24	<input type="checkbox"/> Bring Remembered Person final draft to class / email backup copy to instructor <input type="checkbox"/> Submit final draft and all writing process activities in a manila file folder

Week 5: The Profile Essay / Field Research	
Monday October 27	<ul style="list-style-type: none"> <input type="checkbox"/> Read and study <i>SMG</i> Chapter 4: “Writing a Profile” (129-154) <input type="checkbox"/> Work on scheduling profile interview and photo session ASAP
Wednesday October 29	<ul style="list-style-type: none"> <input type="checkbox"/> Complete “Profile Field Research Planning” sheet and bring to class
Friday October 31	<ul style="list-style-type: none"> <input type="checkbox"/> Read and study <i>Always Running</i> Chapter 5
Week 6: The Profile Essay / Drafting	
Monday November 3	<ul style="list-style-type: none"> <input type="checkbox"/> Bring recorded interviews for Profile essay to class <input type="checkbox"/> Read and study <i>Always Running</i> Chapter 6
Wednesday November 5	<ul style="list-style-type: none"> <input type="checkbox"/> Bring completed draft of Profile Essay and cover sheet to class / email backup copy to instructor
Friday November 7	<ul style="list-style-type: none"> <input type="checkbox"/> Bring peer critique to class / email backup copy to instructor <input type="checkbox"/> Email “Correction Log” for Remembered Person essay to instructor <input type="checkbox"/> Update Portfolio Binder (see instructions on course web site)
Week 7 Mandatory / <i>Always Running</i> and Exploring Cultural Concepts	
Monday November 10	<ul style="list-style-type: none"> <input type="checkbox"/> Bring final draft of Profile essay to class / email backup to instructor <input type="checkbox"/> <i>Always Running</i> Chapter 7
Wednesday November 12	<ul style="list-style-type: none"> <input type="checkbox"/> <i>Always Running</i> Chapter 8
Friday November 14	<ul style="list-style-type: none"> <input type="checkbox"/> <i>Always Running</i> Chapter 9
Week 8: The Concept Essay / Conference #2 Week (students must schedule an appointment for Wednesday, Thursday, or Friday)	
Monday November 17	<ul style="list-style-type: none"> <input type="checkbox"/> Read and study <i>SMG</i> Chapter 5: “Explaining a Concept” (183—216)
Wednesday November 19	<ul style="list-style-type: none"> <input type="checkbox"/> Bring first Concept essay draft to class / email back up to instructor <input type="checkbox"/> Refer to <i>SMG</i> Chapter 5: 217-230 as you draft
Friday November 21	<ul style="list-style-type: none"> <input type="checkbox"/> Bring peer critique of concept essay to class / email backup to Jim <input type="checkbox"/> <i>Always Running</i> Chapter 10 and Epilogue <input type="checkbox"/> Email “Correction Log” for “Profile” essay
Week 9: Introduction to Portfolios	
Monday November 24	<ul style="list-style-type: none"> <input type="checkbox"/> Bring final of Concept essay to class (all invention activities, drafts, critiques, etc. in manilla folder with final draft) <input type="checkbox"/> Email back up copy to instructor
Wednesday November 26	<ul style="list-style-type: none"> <input type="checkbox"/> Read and study <i>SMG</i> Chapter: Portfolios 759-768 <input type="checkbox"/> Review instructions for Portfolio on course web site
Week 10: Completing Portfolios	
Monday December 1	<ul style="list-style-type: none"> <input type="checkbox"/> Bring evaluated Concept essay to class <input type="checkbox"/> Bring Portfolio binder and Portfolio narrative draft to class
Wednesday December 3	<ul style="list-style-type: none"> <input type="checkbox"/> TBA
Friday December 5	<ul style="list-style-type: none"> <input type="checkbox"/> Bring completed portfolio (binder and narrative) to class / email back up of narrative and any revised essay (along with 250 word cover sheet) to instructor

FINAL EXAM: Monday, December 8, 8-11 AM, Location TBA

I reserve the right to modify this calendar during the course of the quarter. If I do make any changes, I will announce them in class and on the course web site: homepage.mac.com/jim_sullivan/1A-25.index.html