

ENGLISH 104-014

Fall 2006

MW 9.00-9.50a CB 207

TR 9.00-9.50a DH 135

Instructor: Christopher L. Williams

Office: 1222 Patterson Office Tower

Office Hrs: MT 10.00-11.30

Mailbox: 1215 POT

Phone: 257-6988

Email: christopher.williams@uky.edu

Course Web Page: <http://www.uky.edu/~clwilla/index.html>

Course Description

See "University and Writing Program Guidelines"

Required Texts and Materials

The Penguin Handbook

Writing at UK 2005-2006

Electronic Storage Media (CD, USB Flash Drive, etc.)

\$5 (appr.) for copying material through semester

Small collegiate dictionary

Access to a computer and internet. Most of the materials for this class will be disseminated via the internet. Not having access to a computer or internet will NEVER be an acceptable excuse for not having your work.

Assignments and Grading

Your final grade in the course will be comprised of the following components:

Unit 1 Major Essay.....	10%
Unit 2 Major Essay.....	10%
Unit 3 Major Essay.....	10%
Unit 4 Major Essay.....	30%
*Participation.....	15%
Shorter Writing Assignments.....	10%
Annotated Bibliographies (4).....	15%

Total.....100%

(*Attending class, being on time, being prepared, offering quality workshop responses, regular feedback, and writing in class will comprise your overall participation grade.)

Unit Essay Requirements

Units 1-3 will be five (5) full pages in length and will require three (3) sources, of which only 1 may be from an online source. Unit 4 will be a more extensive research paper which will be a revision of any one of your previous three papers totaling ten (10) full pages and will require five (5) **academic** sources, of which only 1 may be from an online source. All major essays will use MLA style documentation (see *The Penguin Handbook*).

Grading Criteria

Any of the first three (3) major papers which do not meet the minimum length or adequately address the writing assignment will need to be revised until it has met the assignment criteria.

Late work will not be accepted unless approved by the instructor

See <http://www.uky.edu/AS/English/writprog/GradingC.htm> for official Writing Program grading criteria.

Your writing should be the product of *revision*. Simply writing a paper the night before it is due is inappropriate, and easily spotted. In this context, effort means drafting, sharing, receiving feedback, and acting on suggestions from other interested writers and readers.

Attendance Policy and Lateness

YOUR PRESENCE IN CLASS IS REQUIRED. Each student is expected to be prompt and regular in class attendance. Regular attendance is not only mandatory but also essential for success in this course. I keep attendance records for all classes beginning on the first day. Please refer to the *Rules and Regulations* section of Writing at UK for a complete explanation of these terms and a definition of *excused and unexcused absences*. Each student will be allowed 5 absences (excused or unexcused). For every two absences after five, your final grade will be lowered by one full letter. Once you go above 12 absences, you will automatically fail the course, regardless of your performance.

Intellectual Dishonesty

See the section titled "Plagiarism and Cheating" in your Writing Program Guidelines handout for a detailed description of cheating and plagiarism. Bottom line: We are generally much better at catching plagiarists than students are at plagiarizing. It could jeopardize your entire academic career (punishments range from a stern warning in minor or unintentional cases to expulsion from the university for the most egregious cases -- most cases will result in automatically failing the course without the chance to remove that grade from your permanent academic record), and will cause you more headaches than you want to have. I have found that the effort required to plagiarize well is equal to (or more than) the effort required to actually do the writing yourself.

Responding and Writing for Class Workshops

You are required to sign up for a time to have your writing be the focus of a full class workshop. This is in addition to other types of group work that will be part of this class. For this full class workshop, you must photocopy and distribute to everyone in the class a **double-spaced** copy of draft work (this will cost you a maximum of \$5 over the next sixteen weeks). This distribution will be done during the class before the one in which the writing will be workshopped. **Come to class with the workshop writing copied double sided to save paper and ready to hand out.** This writing may be a draft, but it must be sufficiently developed so that the class will enjoy working on it and so that you can gain some benefit from classmate feedback. If you have questions about this, just ask me. **Please note: if you should fail to hand your writing out to everyone in the class on the date you sign up for, you will not be given an alternate date** and your participation grade will be lowered by one (1) full letter. Deadlines must be met; otherwise the class will be left with less to think about and discuss for that day.

As a reader of workshop draft material, you will receive a participation grade that reflects how you make every effort to respond to the writing of your colleagues. You will regularly receive drafts from your colleagues during the class before it will be workshopped. It is your responsibility to make as many written suggestions and comments on that draft as possible—a minimum of four per page with an endnote—so that the writer will have many concrete ideas for revision. We will learn how to make these suggestions and comments, and failing to provide a considerable number of quality responses for the writer or failing to respond at all is inappropriate for this class, and each student will be graded accordingly.

The Writing Center is located on the 5th floor (West Wing) of the library and can be reached at <http://www.uky.edu/AS/English/wc/>. Each student is heavily urged to use the writing center on a regular basis. I cannot stress how helpful the Writing Center can be and I highly encourage every one of you to visit.