

English 84 ♦ Section 6072  
*Basic Writing II: Paragraph to Essay*  
Fall, 2010

Course number: English 84  
Course Name: Basic Writing II — Paragraph to Essay  
Section number: §6072  
Class Days: Mondays and Wednesdays  
Class Times: 5:30-7:45 a.m.  
Location: Arts Bldg. Room 2  
Units: 5 semester units, 90 hours lecture  
Advisory: ENGL-81: Reading Tactics II (concurrent)

Prerequisite: ENGL-83  
Instructor: Rev. David Thatcher  
(Note: not "Mr." or "Dr.")  
Contact: Telephones (leave voice mail!):  
209-765-7081 (cell).  
Contact:  
Email: [thatcher.d@mccd.edu](mailto:thatcher.d@mccd.edu)  
Campus Mail Box No.: 144

### I. COURSE DESCRIPTION:

*English 84* is designed as a beginning level composition course. Students will learn and practice the basics of written communication. The student will develop competency in writing paragraphs and short essays. We will end the course learning the basics of research writing. Students will write, revise, and edit a number of paragraphs and essays as they practice the skills discussed in class.

#### A. REQUIRED TEXTS AND MATERIALS:

- Parks, A. Franklin, and James A. Levernier and Ida Masters Hollowell. *Structuring Paragraphs and Essays: A Guide to Effective Writing*. Fifth ed. Boston and New York: Bedford, St. Martin's, 2001.
- Moseley, Ann, and Jeanette Harris *Interactions: A Thematic Reader*. 7<sup>th</sup> edition. Boston and New York: Houghton Mifflin Company, 2009.
- Wiesel, Elie. *Night*. Trans. Marion Wiesel. New York: Hill and Wang, Farrar, Straus and Giroux, 2006.
- Examination "Blue Books" (at least two; very inexpensive and available from the bookstore)
- Red-ink pen(s): fine point recommended (for revision and editing of papers — bring to class)

#### B. STRONGLY RECOMMENDED: *any college level dictionary and thesaurus*

#### C. COURSE INFORMATION about homework and assignments, etc. on the Internet on my church website, : <[StMaryMagdaleneChurch.org](http://StMaryMagdaleneChurch.org)>

1. **Homework:** (hyperlink address, cut and paste into your web browser)  
<http://stmarymagdalenechurch.org/index.php?/categories/17-English-84-Homework>
2. **Materials:** (hyperlink address, cut and paste into your web browser)  
<http://stmarymagdalenechurch.org/index.php?/categories/18-English-84-Materials>

### II. STUDENTS WITH DISABILITIES

The following describes your rights as a student with confirmed disabilities, according to the American Disabilities Act: If you have a verified physical, medical, psychological, or learning disability, or you believe you may have such a disability that impacts your ability to carry out assigned course work, please contact the *Disabled Student Services (DSS)* office. DSS staff will review your needs and determine what accommodations are necessary and appropriate. All information and documentation is confidential. DSS's phone at Merced College is 384-6155. If you have questions, email [dssinfo@mccd.edu](mailto:dssinfo@mccd.edu)

### III. REQUIREMENTS

#### A. ASSIGNMENTS:

1. The following **REQUIRED** assignments will be given in this course:
  - a. **Readings**, as assigned
  - b. **Homework assignments** — there are two kinds, graded differently:
    - i. **Writing & editing activities** (credit/no credit...no late credit)
    - ii. **Actual Writing Assignments** (paragraphs & essays): **LETTER-GRADE GIVEN!**
  - c. **Writing Conferences**: personal writing counsel given.
  - d. **Quizzes** on (i) *grammar* and (ii) *assigned readings*
  - e. **In-Class Essay Examination** [formerly called the "Group exam"]: pass, or no pass
  - f. **Major examinations**: mid-term and final
  
2. **Important Notes about the form of required assignments:**
  - b. **TYPED VS. HANDWRITTEN**: "Normal" homework assignments (see 1.b.i. above) *may* be handwritten. **However, all final drafts of paragraphs and essays to receive a letter-grade are to be typed.** Exceptions to this rule are only by **prior** permission of the instructor.
  - c. **INK REQUIRED** (regular homework):
    - i. All graded writing assignments (see 1.b.ii. above) —including rough drafts—must be done in either dark blue or black **ink** (black if typed).
    - ii. You will also need a red ink pen for correcting papers.
  - d. **WHITE-SPACE REQUIRED**: Graded writing assignments, rough or final drafts, must have proper 1" margins and be double-spaced.
  - e. **PAPER SIZE**: Use only standard 8 ½ x 11 inch paper ("letter size") for all assignments.
  - f. **PAPER TRAIL—KEEP EVERYTHING!** Do not throw away graded papers and assignments. I recommend that you save on your computer or computer storage device, or simply photocopy, all major assignments before submitting them to me for grading.

#### B. ROUGH DRAFTS, WRITING CONFERENCES. AND THE IN-CLASS EXAM:

1. A rough draft will be **required** for each paragraph or essay that the student writes, and must be turned in with the final draft (stapled under the final draft). **Papers that lack an attached rough draft will lose 10% of that writing assignment's grade.**
2. **Writing Conferences** will take place periodically for each student, at an in-class appointment, at least twice in the semester. Students must keep and be prepared for these short appointments. **Writing Conferences are worth 50 points.**
3. **In-Class Essay Examination**—During this examination, which occurs toward the end of the term, the student will write an in-class essay in response to a piece of literature. **This timed, in-class essay is worth 10% of the student's course grade.**

#### C. BONUS POINTS/EXTRA CREDIT:

1. These will be available to students and announced to the class.
2. Customized opportunities will be available to those with English as a Second Language (ESL) backgrounds.

- D. **GRADES:** The student's final grade in this class will be based on the number of points he or she earns throughout the semester. These points will be converted into a percentage that will give the student a letter grade at the end of the semester. We grade using the traditional percentages: 90-100% is an A, etc.

<b>ALL GRADED WORK (100% possible)</b>
90-100: A
80-89: B
70-79: C
60-69: D
50-59: F
0: no credit

1. **Value of course work in percentages (graded work):**
2. **10% of the student's grade will be determined by the passing or failure of the In-Class Essay Examination.**
3. **The final research paper will be valued as two (2) essay papers.**

**E. CLASS ATTENDANCE, TARDINESS, & LEAVING CLASS TOO EARLY:**

1. Attendance is crucial for this course; this is a skills-oriented course, and every day the student will be learning something new or practicing writing skills.
  - i. *The instructor will not differentiate between excused and unexcused absences, apart from verified medical emergencies.*
  - ii. *Students with excessive absences may be immediately dropped from the course.*
2. Habitually arriving late to class is intolerable as it is disruptive: three "tardies" will be treated as an absence.
3. Leaving early from class will be considered the same as a tardy

**F. CELL PHONES, "SMART" PHONES, P.D.A.'S, & ETC.:**

1. Please turn all such electronic devices to the *silent* or *vibration mode* **BEFORE COMING TO CLASS.**
2. The student **MUST** leave the room to answer any calls.
3. It is expected that the student will use and respond to such devices in emergencies only.

- G. **FINAL EXAMINATION:** Our final examination date is Monday, December 13, 2010; the beginning time (please note!) is 5:00 pm. The examination period lasts until 6:50 pm.

Expected Student Outcomes  
COURSE CONTENT  
ENGL 84 – Basic Writing II – Paragraph to Essay

- I. Utilize the writing process (ESO A)
  - A. explore and engage in prewriting activities
  - B. organize and compose drafts
  - C. revise writing to improve quality
  - D. edit writing for grammar, syntax and mechanical errors (ESO B)
  
- II. Compose unified paragraphs (ESO C)
  - A. develop and compose a focused topic sentence
  - B. formulate support for a topic sentence
  - C. organize paragraph structure and content
  - D. edit grammar, syntax and mechanic errors (ESO B)
  
- III. Compose unified short essays (ESO D)
  - A. develop a clear and focused thesis
  - B. formulate quality support for thesis
  - C. organize paragraphs for effectiveness and strength
  - D. edit grammar, syntax and mechanical errors (ESO B)
  
- IV. Analyze Readings (ESO E)
  - A. determine main idea in readings
  - B. locate and comprehend explicit or implicit key ideas
  - C. form articulated connections between readings
  - D. use readings and other source materials in writing

# Student Information Sheet

*Please turn into to the Instructor*

Name (full): \_\_\_\_\_

Telephones Numbers: \_\_\_\_\_

Emergency Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Home Address: \_\_\_\_\_  
\_\_\_\_\_

Is English your second language? \_\_\_\_\_

On a scale of 1 to 10 ('10' being the strongest "YES"): *Do you enjoy reading?* \_\_\_\_\_

What is the favorite thing that you enjoyed reading? Why? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Did you family speak a second language at home? \_\_\_\_\_

What is your goal here at Merced College? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

On a scale of 1 to 10 ('10' being the strongest "YES"): *Do you like to write?* \_\_\_\_\_

In your experience, what do you find most difficult about writing? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_