

Syllabus for Linguistics 110W Advanced Composition for Foreign Speakers

Spring 2009

Schedule #: 34005

Units: 3

Time & Place: LS132, MWF 1-2

Instructor: Laura Burke

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Office Hours: TTH 11-12:15 & 2-3:15

Introduction and Course Description

The primary objective of Linguistics 110W is to provide advanced nonnative speakers of English with practice in writing English compositions. Students will learn and practice the writing of academic papers and the grammar and style that is required to clearly express their ideas. Students will learn the conventions of paraphrasing and summarizing and demonstrate those skills in short reports as well as a formal research paper. Students will also review and practice selected points of English usage, focusing on complex sentence structures, sentence variety, and concise phrasing. This class meets the upper-division writing requirement for graduation.

Primary Learning Outcomes

By the end of this course, students will be able to do the following:

1. Order their ideas clearly in an essay.
2. Maintain cohesion and relevance within paragraphs and throughout an essay.
3. Relate the various components of the writing process to their own writing.
4. Identify independent and dependent clauses and various sentence structures.
5. Identify run-ons, comma splices, fragments, and other structural errors; create sentence corrections.
6. Utilize a variety of sentence structures in their report and essay writing.
7. Employ a formal, academic tone and style in their writing.
8. Expand and apply their academic vocabulary to their writing.
9. Critique and summarize journal articles in short written reports.
10. Gather and interpret research data through surveying and interviewing.
11. Arrange resource information in their academic writing through the use of paraphrases and summaries.
12. Utilize MLA or APA style (or other, respective to students' fields) in source documentation.

Prerequisite

Satisfactory completion (C or better) of the ENGL 1 graduation requirement for undergraduates is necessary prior to taking this course.

Required Course Purchases

- 1) Hacker, Diana. *A Pocket Style Manual*. 5th ed.
- 2) *The New York Times* (once a week, TBA)
- 3) Packet from Master Copy
- 4) Stapler, collegiate dictionary and thesaurus (actual books, for home use).
- 5) A CSU Fresno e-mail account. This is the e-mail account you will use from within Blackboard (Bb). This account will provide you with Blackboard access. You will want to check Bb frequently, **several times a week**, because this is a web-enhanced course. You may often have online class sessions via Bb (these will be announced the week before and

posted on Bb although some may be unscheduled/unforeseen). Some course materials must be accessed through Blackboard. Also, you need to use Blackboard to track your grade and notify me of discrepancies in scores immediately. You will also need Microsoft Office Word, preferably 2003. **Note:** Digital Campus recommends the use of **Mozilla Firefox (versions 2+ ONLY—NOT 3)** as the web browser while using Blackboard; it is for your own benefit to **avoid problems related to the incompatibilities between Blackboard and Internet Explorer 7**. Mac users may use Safari as their web browser. Additional technical requirements are listed below. Be sure to have a current email address in the Blackboard system or you may miss important information.

The University provides free email accounts to all students. Students may sign up for email online at <https://zimmer.csufresno.edu/csuf/index.html>. Please check Blackboard for updates. If you are new to Blackboard-mediated instruction, click on the Digital Campus orientation at <http://csufTesno.eduJdigitalcampus/facultyv/DigitalCampusQuickStart.htm>. Click on "User Guide" and take the student orientation. You should check your email or the Blackboard at least ONCE a day during the semester. Course documents may be in pdf format on Blackboard. Please make sure that you have Adobe Reader installed in your computer. You can download Adobe Reader free from <http://www.adobe.com/products/acrobat/readstep2.html>. If you encounter difficulties with on-line access or a software application, call the Help Desk at 278-7000 between 7 a.m. and 10 p.m. Do not contact the instructor for technical support. If you encounter difficulties with Blackboard access or navigation, call Digital Campus at 278-6892, M-F 8-5pm. Click here for more information: <http://www.csufresno.edu/digitalcampus/digitalcampus/contactus.html>. If your problem cannot be resolved with a simple phone call, attempt to access the course on another personal or university computer. You are responsible for timely participation and assignment submission regardless.

On-line communication

- When you send an e-mail to me, please include your name, class, and brief subject (e.g., bobjones_ling10_discboard) in the subject heading. Email **only** from your CSUF account or I will not respond.

Examinations and Major Assignments

1) **Papers:** Three out-of-class essays (plus drafts), **all typed**, are required. Because we use drafts and completed papers for class work, it is important that you adhere to the due dates. 10 points will be deducted for each late rough draft. These papers are the main component of the 110W writing project (see below). Because you will pick your own topic based on your major for the project, this will be an individualized endeavor. The topic you select will be the focus for the three papers: a survey report (3-4 pages), a professional interview report (3-4 pages), and a research paper (8 pages). Also, see policy on turnitin.com under **Course Policies**.

2) **Homework:** These assignments include various grammar exercises and writing tasks from the text as well as 10 summary reports of *The New York Times* articles. As a text, *The New York Times* is used to trigger discussion on current events and multi-cultural issues. Thus, this activity serves as both a critical thinking and academic writing tool. These readings also are the basis of the prompts for the timed essays.

3) **In-class work:** There will be 3 in-class, timed essays based on topics from the *The New York Times* articles discussed in class. These are argument essays in which you must take a position on an issue and defend it. They must be written in ink and crossouts are expected. I will take the two highest scores for your grade. This category will also include points you receive for participating in group work and completing other in-class activities.

4) **Research Project:** Your research project will include a library visit, a bibliography, an

outline, scholarly journal article summaries, the essay, and a presentation of your research.
5) **Final exam:** The final exam is comprehensive. It contains both written, T/F, and multiple-choice questions about grammar and process writing.

Final exam date: Monday, 5/18, 1:15-3:15. You must be present **on this date**. Do not make other plans!

Attendance

While attendance is not a component of your grade, it does directly influence your grade. Regular attendance is important because class time is used to present information and complete important exercises. In addition, discussions will occur that will allow students to present and defend their views and students are encouraged to ask questions and seek clarification. Consequently, students who do not attend classes will find it very difficult to complete the course.

Grading

I will strictly follow a point-based system for all work excluding the papers. Papers will be graded on a P (pass)/R (rewrite) basis. Once you have earned a P, you will be given 100 points for your paper (unless you missed a due date, for which I will deduct 10 pts.). Until you earn a P, you have 0 points. A typical paper requires 3-4 rewrites. By the final due date, if you do not have a P, but you have rewritten your paper and put in some effort, you may earn between 50-60 pts. However, please aim for 100 pts. Your course grade will be tallied according to the traditional grading scale: 90-100 = A, 80-89 = B, 70-79 = C, 60-69 = D, and below 60 is an F.

The breakdown for your grade is as follows:

- 35%: **Papers**
- 20%: **Homework**
- 20%: **In-class work**
- 15%: **Research project** (excluding the paper)
- 10%: **Final exam**

Assignment and Examination Schedule and Policy about Late Assignments

Students should refer to the attached course plan for detailed information about the outline of the course.

Make-up policy: It is your responsibility to ask for assignments or announcements that you miss. You may leave assignments for me in the department office (PB 383) **before class** if you cannot attend. In-class work cannot be made-up, but homework assignments may be made up until the graded assignment has been passed back to the rest of the class. No assignment may be emailed. Papers that are submitted after the due dates will be assessed a 10 pt. penalty. Therefore, to receive full credit for each paper, students need to submit their work in class on the due dates.

Class Policies

This syllabus and schedule are subject to change in the event of extenuating circumstances. Assignments/activities may be added as deemed necessary by the instructor. In consideration of your classmates and me, please turn off your cell phones during class. Be courteous and respectful of others, i.e., do not talk or interrupt when someone else has the floor. **PLEASE be on time.** I encourage you to speak with your classmates during activities, but please refrain from talking when I am addressing the class.

Students will work together in class, but homework assignments are to be completed individually. I consider "shared" homework cheating and will treat it as such. All work is due at the beginning of class and should be placed on my desk as you walk in. Any work turned in longer than one page **must be stapled**. Students will be responsible for knowing all material presented in class and in the readings. Be prepared to discuss readings on the days they are assigned.

The campus subscribes to the Turnitin.com plagiarism prevention service, and you will need to submit written assignments to Turnitin.com. Your work will be used by Turnitin.com for plagiarism detection and for no other purpose. You may indicate in writing to the instructor that you refuse to participate in the Turnitin.com process, in which case your instructor can use other electronic means to verify the originality of your work. Turnitin.com Originality Reports will be available for your viewing. You must print and bring your originality reports to conferences.

If required to take a scantron exam, note that scantron erasures are a student's responsibility. Please circle the number of any scantron mark that does not erase completely, or I will not accept your answer.

University Policies

Students with Disabilities: Upon identifying themselves to the instructor and the university, students with disabilities will receive reasonable accommodation for learning and evaluation. For more information, contact Services to Students with Disabilities in Madden Library 1049 (278-2811).

Cheating and Plagiarism: "Cheating is the actual or attempted practice of fraudulent or deceptive acts for the purpose of improving one's grade or obtaining course credit; such acts also include assisting another student to do so. Typically, such acts occur in relation to examinations. However, it is the intent of this definition that the term 'cheating' not be limited to examination situations only, but that it include any and all actions by a student that are intended to gain an unearned academic advantage by fraudulent or deceptive means. Plagiarism is a specific form of cheating which consists of the misuse of the published and/or unpublished works of others by misrepresenting the material (i.e., their intellectual property) so used as one's own work." Penalties for cheating and plagiarism range from a 0 or F on a particular assignment, through an F for the course, to expulsion from the university. For more information on the University's policy regarding cheating and plagiarism, refer to the Schedule of Courses (Legal Notices on Cheating and Plagiarism) or the University Catalog (Policies and Regulations).

Honor Code: "Members of the CSU Fresno academic community adhere to principles of academic integrity and mutual respect while engaged in university work and related activities." You should:

- a) understand or seek clarification about expectations for academic integrity in this course (including no cheating, plagiarism and inappropriate collaboration)
- b) neither give nor receive unauthorized aid on examinations or other course work that is used by the instructor as the basis of grading.
- c) take responsibility to monitor academic dishonesty in any form and to report it to the instructor or other appropriate official for action.

Computers: "At California State University, Fresno, computers and communications links to remote resources are recognized as being integral to the education and research experience. Every student is required to have his/her own computer or have other personal access to a workstation (including a modem and a printer) with all the recommended software. The minimum and recommended standards for the workstations and software, which may vary by academic major, are updated periodically and are available from Information Technology Services (<http://www/csufresno.edu/ITS/>) or the University

Bookstore. In the curriculum and class assignments, students are presumed to have 24-hour access to a computer workstation and the necessary communication links to the University's information resources."

Disruptive Classroom Behavior: "The classroom is a special environment in which students and faculty come together to promote learning and growth. It is essential to this learning environment that respect for the rights of others seeking to learn, respect for the professionalism of the instructor, and the general goals of academic freedom are maintained. ... Differences of viewpoint or concerns should be expressed in terms which are supportive of the learning process, creating an environment in which students and faculty may learn to reason with clarity and compassion, to share of themselves without losing their identities, and to develop and understanding of the community in which they live... Student conduct which disrupts the learning process shall not be tolerated and may lead to disciplinary action and/or removal from class."

My note: Any "stolen" (those for which you wrote nothing or little) essays are automatically failed. All incidences of plagiarism/cheating will receive zero points and be reported to Student Affairs. I do not allow rewrites of plagiarized papers.

Students who will be absent from class due to religious observance must provide notice of the date(s) to me, in writing, one week after receiving this syllabus.

Final notes

Most students a W course very challenging. An important strategy is to keep up with the readings/assignments and stay organized. A good note-taking system is another proven element of success. Weekly review of your notes and the re-writing of notes (I know it sounds time-consuming, but it improves retention) are other worthy activities to consider.

Please don't forget to utilize another resource: your professor. I have office hours and email (which makes me frequently accessible). Please come visit when you have questions (don't wait until you are flailing about).

Assignment and Examination Schedule

Date	Assignment	Paper	Test
Week 1 1/19/09	syllabus; interviews; course diagnostic		
Week 2 1/26/09	read downloads on Bb; writing ass. #1 (writing proj. introduction) due, 1/30 ; start questionnaire		
Week 3 2/2/09	questionnaire due, 2/2 ; read "Writing Summaries," & "Reaction Papers"; review handouts		
Week 4 2/9/09	peer edit (pe) 1; sum 1; five para. format	survey paper due, 2/11 & 2/13	
Week 5 2/16/09	holiday; conf; sum 2		timed essay 1
Week 6 2/23/09	conf; essay 2 org; sum 3; independent/dependent clauses; correct punctuation		
Week 7 3/2/09	pe 2; fragments; sum 4	interview paper due, 3/4 & 3/6	
Week 8 3/9/09	conf; sum 5		
Week 9 3/16/09	library class; Bb research; comma splices & run-ons (handouts); research proposal, research materials, & bibliography cards due, 3/20 ; sum 6		timed essay 2
Week 10 3/23/09	research outline due, 3/25 ; source summaries due, 3/27 ; quoting & paraphrasing; MLA; sum 7		
Week 11 3/30/09	pe 3	research paper due, 3/30 & 4/1	
Week 12 4/13/09	conf; agreement (handouts) ; sum 8		
Week 13 4/20/09	semi-colon (handouts); sum 9		
Week 14 4/27/09	presentations; sum 10		
Week 15 5/4/09	presentations		
Week 16 5/11/09	presentations; final review		timed essay 3
Week 17 5/18/09			Final exam: Mon., 5/18, 1:15-3:15pm

Final due date, survey and interview papers: **4/24**

Final due date, research paper: **5/8**