

## Sul Ross State University – Rio Grande College

### 3312 Advanced Composition

#### SPRING 2017

Instructor: Ileana Garcia-Williams, M.ED., English

Email: [imt14kp@sulross.edu](mailto:imt14kp@sulross.edu) This email is for questions concerning the content of the course and academic issues.

**Assignments are to be submitted to blackboard or to [rgcenglish3312@gmail.com](mailto:rgcenglish3312@gmail.com). Please read the SPECIFIC instructions for each assignment.**

Office hours: By appointment

Phone: 830-279-9748

#### **COURSE DESCRIPTION**

This is an undergraduate level course designed to enhance your writing skills and give you tools to allow you to produce effective, organized written products. We will explore the importance of style, sophistication, and clarity. This course will also address the use of Standard English in writing and discourse.

#### **Course Expectations**

**The student will demonstrate that he or she can:**

- Generate ideas using appropriate writing strategies, including the processes of revising and editing
- Recognize and understand the integral parts of the essay including thesis statements, introductory paragraphs, topic sentences and conclusions
- Distinguish between various forms of essays
- Create written essays that display knowledge of the conventions of Standard English

**Required Texts**

R. Smalley, M. Ruetten, J. Kozyrev. *Refining Composition Skills: Academic Writing and Grammar*. Cengage Learning, 2012.

*MLA Handbook*, 8<sup>th</sup> Edition, Modern Language Association.

**Grading Scale**

A	90 – 100%
B	80 – 89%
C	70 – 79%
D	60 – 69%
F	59% and below

**Grade Changes**

Be sure to monitor your grades throughout the semester. No grade changes shall be made except in the event of instructor miscalculation. You have the right to appeal your grade. Please see the SRSU Handbook which outlines the procedures for the appeal of a grade.

**ADA Statement**

Sul Ross State University is committed to equal access in compliance with the Americans with Disabilities Act of 1990 (ADA) and Section 504 of the Rehabilitation Act of 1973. The Disability Services Coordinator assists students with disabilities in gaining opportunities for full participation in programs, services, and activities. If you require accessibility services please contact the Director of Student Services at 830-758-5006.

**Attendance**

Students are expected to be in class and on time for the scheduled instruction. Missed classes, regardless of the reason(s), may result in a grade deduction or failure of the course.

In the event that I must be absent, I will notify you as soon as possible. Please check your blackboard and Sul Ross email daily for any such announcements.

**Academic Ethics, Scholastic Integrity, and Plagiarism**

Students are expected to maintain the scholastic integrity of SRSU by avoiding any involvement in collusion, abuse of resources, copying, and plagiarism. Use of computer applications (i.e., google translate) in lieu of your original work will be penalized. Such acts by students may result in failure of the course.

For a comprehensive statement concerning the policies and expectations of academic honesty, please see page 2 of the Sul Ross Student Handbook under Student Conduct and Discipline.

**Distance Education Statement**

Students enrolled in distance education courses have equal access to the university's academic support services such as Smartthinking, library resources, such as online databases, and instructional support. For more information about these resources, visit [www.sulross.edu](http://www.sulross.edu). Students enrolled in distance courses are expected to adhere to all policies pertaining to academic honesty and appropriate student conduct as described in the student handbook. Students are responsible for maintaining appropriate equipment and software according to the needs of the course. See the SRSU website for more details.

**Technology**

While 3311 is a face-to-face class, you will turn the majority of your assignments in to blackboard and / or email. Assignments outside of blackboard are to be submitted to [rgcenglish3312@gmail.com](mailto:rgcenglish3312@gmail.com).

**\*\*Please make use of the computer center on your campus. Home Internet outages, service disruptions, and inadequate equipment are NOT acceptable reasons for late or missing assignments.**

In the instance of a University-wide Internet disruption I will make appropriate accommodations for daily assignments, quizzes, and exams.

## COURSE OUTLINE

**NOTE: This is a general outline for the organization of this course and is subject to change. Assignments will be submitted to blackboard OR to [rgcenglish3312@gmail.com](mailto:rgcenglish3312@gmail.com). Please read the instructions for each assignment.**

**Weeks 1 – 5**

January 16

Introductions, procedures, assignment of groups, discussion. Please start familiarizing yourself to the text immediately. Specific chapter assignments will be posted to blackboard each week. Assignments are due ON THE FRIDAY of that week unless otherwise specified.

I SUGGEST THAT YOU CHECK YOUR BLACKBOARD AND SUL ROSS EMAIL EVERYDAY FOR ANY NEWS OR ANNOUNCEMENTS ABOUT THIS CLASS.

Unit 3 Refining Grammar Skills

Written Introductions - due FRIDAY, JANUARY 20<sup>th</sup>, by 12:00 am. Please see blackboard announcements for detailed instructions for this assignment.

Here is a suggestion for beginning study of UNIT 3:

Week 1 Adjectives, Adverbials, Articles. Check for the week's assignment; respond by Friday.

Remember that Week 1 will include a separate written response.

Week 2 Clauses Adjective, Adverb, Noun

Week 3 Comparative Forms, Conditionals

Week 4 Correlatives, Gerunds, and Infinitives

Week 5 Voice, Verb Tenses

Pages 281 – 351.

Notice that we will BEGIN the class with UNIT 3. This chapter is organized by subject, rather than chapter. Be prepared to respond, construct, and analyze each of these content areas. DO NOT WAIT FOR THE LAST MINUTE. Additional readings, quizzes, and responses should be expected.

Assessment – Grammar

**Weeks 6 – 10**

February 6

UNIT 1 The Writing Process

Notice that each chapter includes practice exercises. Be prepared to submit a written response each week.

Chapters 1 – 5, pages 2 – 98.

Chapter 1 The Writing Process

Chapter 2 Introduction to the Paragraph

Chapter 3 The Narrative Paragraph: Personal Reflections

Written Response / Assessment

Chapter 4 The Descriptive Paragraph

Written Response / Assessment

Chapter 5 The Expository paragraph

Written Response / Assessment

### **Weeks 11 – 17**

March 20

UNIT 2 The Essay. Each chapter includes Practice Exercises to be assigned on a weekly basis.

Chapters 6 – 12, pages 100 – 280.

Chapter 6 Introduction to the Essay

Chapter 7 The Example Essay: The Power of Culture and Language

Discussion, group work, assessment

Chapter 8 The Comparison and Contrast Essay: Styles of Communication

Assessments 6 – 8, written response(s)

Chapter 9 The Classification Essay: Marketing and Advertising

Written response, discussion, peer editing

Chapter 10 The Process Analysis Essay: Success!

Chapter 12 The Argumentative Essay: Educational Excellence

May 8 – 12

Final exams and writing projects