Instructor: Rehema Clarken  
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Phone: 906-487-3280
Office: Walker 149  
Office hours: Monday 2 p.m.–4 p.m.  
Come visit me! I would like to see you!

Textbooks & Materials
- 3” Three Ring Binder with
  - Dividers
  - Writing Paper
- Folder to submit papers
- Pens Black and Colored

Course Description
This course is designed to improve your mastery of three forms of composition: written, visual, and verbal. You will not only learn how to better compose, but you will also learn to recognize and employ the ethos, pathos and logos which permeate all forms of discourse. In addition, you will learn how audience, purpose, and context affect the way we read and compose.

Course Goals
2. Familiarize yourself with the rules for creating excellent writing, appealing visuals and quality presentations.
3. Explore the ethos, pathos and logos of everything around you.

My Ideas on Education
“Eighty percent of success is showing up.” Woody Allen
“Talent is cheap. What matters is discipline.” Andre Dubus
“Regard man as a mine rich in gems of inestimable value. Education can, alone, cause it to reveal its treasures....” Baha'u'llah

I believe that the purpose of existence is to discover and develop our unique talents.
I believe that finding and cultivating your particular abilities is a lifetime endeavor.
I believe that smart people are continually learning new things to expand their skill-set.
I believe that innovation comes from balancing creativity with scientific know-how.
Course Work

5% Readings You will regularly read chapters, articles, interviews, charts and other materials to complete specific writing and research assignments.

5% Composition Exercises You will regularly write journal entries, create outlines, draw concept maps, brainstorm ideas and practice other composition skills to improve your projects.

20% Class participation You are expected to participate in class discussions, group activities, and workshop days.

60% Projects You will complete one longer research project and three shorter discovery projects.

10% Portfolio You are required to submit a completed portfolio for assessment of the Revisions course. You must keep all of your assignments (brainstorms, journals, drafts, and polished pieces) from the entire fourteen weeks.

Expectations

Attendance
Over the course of the semester, you have two unexcused, undocumented absences for any reason (ill, family, work, etc.). Three strikes and you’re out! Use your absences wisely; save them for the end of the semester or for when you will really need them. With your third absence, you will be excluded from receiving an A. Remember it is your responsibility to make up any missed work.

* Please e-mail me a polite, well-written explanation when you are absent. Spelling, punctuation, grammar and overall composition are important.

Technology is for learning. Computers are not to be used as toys. In class, they are only to be used for class related activities. I will encourage you to use computers, WebCT, and the Internet to improve your academic performance. However, if you check e-mail, message friends, listen to music, or otherwise distract yourself instead of working on assignments, I will ask you to turn off your computer and write with pencil and paper.

Ill preparation is unacceptable in college. The assignments in this course are sequenced to help you better learn the material. If you miss one link in the chain of assignments (readings, reflections, brainstorms, drafts, etc) you will not be able to complete the larger projects.

* More importantly, workshop days cannot be made up. You must be present on these days with your draft assignment and extra copies for your peers to revise and edit.

Respect others. Please refrain from insulting your classmates or your instructor. Class time is for everyone’s mutual benefit. If you have a differing opinion than your classmates or teacher, use tact and grace to state your point and persuade your audience. Try to open your mind to understanding different points of view. Remember, you already know what you think, so listen to others’ ideas—you could even learn something.
Schedule
A detailed schedule of the semester is posted and updated on WebCT.

Do not be overwhelmed. A good portion of the work for this course will be completed during class time. All instruction and guidance you need for completing the assignments will be given in class or during individual conferences. Any changes to the class schedule will be announced in class. If at any point you have a question, please e-mail me or stop by my office to chat.

Grading
Individual assignments, points, and grades will be explained at the beginning of each project.

If you attend class, participate in class discussions, do the writing exercises, hand in all your papers, complete the presentation, and take all the quizzes, you should be able to pass this class. However, you will not pass this class if you hand in substandard work or if you do not keep up with the workload. All of your assignments and your portfolio must be turned in the Thursday before exam week to receive a grade.

Academic Integrity Policy
I have no tolerance for dishonesty, and neither should you. Don’t plagiarize or cheat.

Plagiarism and cheating are serious academic offenses. They are defined by this policy as “knowingly copying another's work or ideas and calling them one's own or not giving proper credit or citation,” and this policy covers copying sections or entire papers from printed or electronic sources as well as handing in papers written by students for other classes or purchasing academic papers. Plagiarism and cheating not only are dishonest but cheat you out of learning, the prime reason you are here. If you ever have question about this issue, please talk with your instructor or consult a coach in the Writing Center (7-2007).

For more information on MTU's regulations visit the following website—
http://www.studentaffairs.mtu.edu/dean/judicial/policies/academic_integrity.html#policy

ADA Statement
MTU complies with all federal and state laws regarding discrimination, including the Americans with Disabilities Act of 1990 (ADA). If you have a disability and need a reasonable accommodation for equal access to education or services at MTU, please call Dr. Gloria Melton, Associate Dean of Students (7-2212). For other concerns about discrimination, you may contact your advisor, department chair, or the Affirmative Action Office (7-3310).

For more information on MTU’s policies visit the following website—
http://www.admin.mtu.edu/urel/studenthandbook/student_services.html#disability

*This syllabus is subject to revision. Changes will only be made to improve the quality of the course and better meet the needs of the students.
Other Resources:

JRVP Library: Open Monday through Thursday 7:45 a.m.—midnight, Friday 7:45 a.m.—5 p.m., Saturday noon—6 p.m., and Sunday noon—midnight  
http://www.lib.mtu.edu/

Writing Center: Open Monday through Thursday 9 a.m.—5 p.m., Friday 9 a.m.—4 p.m. CLOSED Saturday and Sunday. Check the website for walk-in hours and appointment times.  
http://www.hu.mtu.edu/wc/

Advising Services:  
http://www.sa.mtu.edu/dean/advising/

Counseling & Consultation Services:  
http://www.mtu.edu/tools/map/HamacHouse.html

International Programs and Services:  
http://www.ips.mtu.edu/

### Semester Schedule WEEKS ONE, TWO, & THREE

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<tr>
<th>Week</th>
<th>Tuesday</th>
<th>Thursday</th>
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| 1    | Water Writing Diagnostic Essay Exam  
Read Rehema Letter  
Draft your own letter  
Pass out Syllabi  
HW: Draft a response letter to class  
**Bring 3 Copies of Letter**  
Read Syllabus  
Buy textbooks and materials | Due: Letter (3 copies)  
Due: Binder and books (you get points for this)  
Syllabus Quiz  
Class Requirements Q & A  
Getting Started with the texts  
Work on Letter Revisions (pair and switch)  
HW: Revise Letter  
**Bring 3 Copies of New Letter**  
Read Preface for *Reading Cultures* |
| 2    | **Due: Letter (3 copies)**  
Discuss *Reading Cultures*  
Letter formatting  
Edit and Format Letters  
HW: Polish your Letter  
Read *Non-Designer* Ch. 1  
Write Reflection on WebCT | **Due: Letter to the Class Final**  
Must include draft letter and revised letter  
Introductions: Informal one minute  
Lake Superior Research Project Introduction  
Class brainstorm different topics to research  
HW: Write one paragraph on three different topics from your brainstorm |
| 3    | **Due: Three—One Paragraph topic summaries**  
Groups share topic choices  
Discuss Research Process  
Free write on the best topic  
HW: Print, read, and summarize a Wikipedia.org article on your topic and one other encyclopedia article.  
Post summaries on WebCT (link to Web sites) | **Due: Wikipedia and Encyclopedia articles with summaries**  
Evaluating Websites Activity  
Compare and Contrast Articles  
HW: Write a list of questions about your topic.  
List five different places you can find the answers to these questions. Be specific.  
Find, print, read, & summarize one Web site source  
Post Summary on WebCT with link |