0491 ESL Transitional Writing Fall, 2009

Section 1: MTRF 8:05-8:55 MEEM (Building 20) Room 407
Section 2: MTRF 9:05-9:55 MEEM (Building 20) Room 406 on MF, 405 on TR

Instructor: Leah Jenkins ljenkins@mtu.edu
Office 145 Walker (Bldg #11) Phone: 487-3271
Office Hours: 11a.m.-Noon MTR; 2-3p.m. W. Or, by appointment.

Required Textbooks/Materials:
Sourcework by Nancy Dollahite and Julie Haun
Chartbook: Understanding and Using English Grammar by Betty Schrampfer Azar
Cambridge Dictionary of American English
Paper to take notes on, something to write with.

Course Expectations:
1. Arrive on time or early to class. After 2 late arrivals or absences I will notify Fran of your attendance. After 5 late arrivals or absences, IPS will be notified. Late=5+ minutes after the official start of class time. I reserve the right to have a pop quiz in the first 5 minutes of class.
2. Buy the textbooks and materials. Bring them to class!
3. Bring paper and something to write with.
4. Turn off all Ipods (MP3 players), cell phones, and laptop computers. There should be NO phone conversations, instant messaging (IM), emailing, or web-surfing in class. I need 100% of your focus on what we are learning.
5. Be ready to learn. Read ahead in the text books. Do the practice exercises and homework.
6. Respect the rights of others to learn.
7. Read this syllabus and look at it through the term. Bring it to class.
8. Use English any time you see Leah in the room.

Course Policies:

I. Attendance: Excellent attendance (coming to class on time and being an active participant for the entire hour) will improve your English skills and your grade. Participation is an important part of your grade. If you are late or skip classes, you are essentially choosing to NOT pass this class and to take it again. Be on time. It is disrespectful to the teacher and other students if you come in late. After 2 late arrivals or absences I will notify Fran of your attendance. After 5 late arrivals or absences, IPS will be notified.

II. Late work or making up work:
In general, late work is not accepted. Turn in your assignments on time.
If you need help with any problem that causes you to miss class, please let me or Fran know!

ESL Course Evaluation:

96-100% A Pass/Satisfactory
91-95% A/B Pass/Satisfactory
85-90% B Pass/Satisfactory
79-84% B/C Pass/Satisfactory
72-78% C Pass/Satisfactory
66-71% C/D Fail/Unsatisfactory
60-65% D Fail/Unsatisfactory
Below 59% F Fail/Unsatisfactory
Grades will be based on:

Writing (approximately 50% of your grade):
* In-class essays and paraphrasing/summarizing practice
* weekly journals: 2 entries per week. 10 points per week. Turned in typed, online.
* 1 interview with an American essay
* 1 guided research/analysis paper (3-5 pages) that incorporates and cites information from sources
* 1 independent research paper (5-7 pages)

Participation (approximately 30% of your grade):
* Attendance.
* Discussions/activities.
* Homework completion.
* Conferences with Leah.

Quizzes and Final Exam. (Writing vocabulary and Grammar.) (approximately 20% of your grade)
* There will be at least 4 vocabulary or grammar quizzes. I will not usually tell you when the quizzes will take place.

Other important information:

1. The Walker Computer Lab (HDMZ) is available to you to use while you are an ESL student. 113 Walker. Log in with your email login and password.

2. The Walker Writing Center (107 Walker) is also available for you to use while you are a student at Tech. [http://www.hu.mtu.edu/hu_dept/wc/index.htm](http://www.hu.mtu.edu/hu_dept/wc/index.htm) They are open for walk-in appointments from 11 a.m. to 3 p.m. M-F.

3. Check your email regularly. I send many important announcements via email.

4. Check my Blackboard page regularly. Blackboard has websites for many of your classes! I put many assignments and additional readings on my webpage. I put links for research help and English Language Learning web links there as well.

How to access Leah’s webpage: (Blackboard): (You will use this for your journals and other assignments!)

1. Go to [https://courses.mtu.edu](https://courses.mtu.edu)
2. Click on the MTU ISO Login link. (It’s the middle button.)
3. Type in your Blackboard login (the first part of your email and your email password).
4. This should bring up a main webpage that will list all of your classes.
5. Click on the ESL 0491 Combined Sections Writing link.
6. You should see a colored screen.
7. On the screen will be folders (suitcases). Go to the folder for the week. Click on it.
8. Inside you will find links to websites, vocabulary lists, assignments, etc.
Journals:

In order to help you increase your writing fluency and to improve your typing, part of your grade for the writing class will be a “journal”.

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© Journals are due on Tuesdays. Turn in to Blackboard (online) before the start of your class. (See notes below on how to turn in journals.)
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REQUIREMENTS:
Journals will be typed on Blackboard!
(See directions on page 2 to access Blackboard).
Journals are due before class online on the day of the week assigned to your section. Late journals will NOT be graded.

You must:

a) Write 2 entries each week. There will be at least one group discussion based on readings and probably 1 private entry.
b) Respond to at least 2 people in the group discussions AND answer any questions or comments people leave for your group discussion post.
c) Write 200+ words per entry; 30+ words for responses/comments.
d) Put the date on each entry.
e) Type your name at the end.
f) Not plagiarize. Any single entry found to be copied from a website, book, or other source will earn the entire journal a score of zero for the week. Plagiarism includes using the same journal for two classes!!!
g) Answer assigned topics when given. Otherwise, you are free to write about anything you are experiencing or have questions about.
h) You can write your journals on paper first and then type into Blackboard if that is easier for you.

How to find the journals page:

1) Go to Blackboard Combined Sections ESL 491 Writing Class.
2) Go to the folder for the week.
3) Inside the folder you will see the different journal assignments.
4) Click on Journal assignment.
5) Read the directions.
6) Title and Date your journal in the subject line.
7) You can re-open the discussion topic later in the week to add new entries or information.

Another way to get into the journals is to go to the Discussions link on the left side of the webpage and find the topics for the week.

Journals will help you become more fluent in your writing and your typing. I am looking at your ideas, not your grammar. IF YOU WANT ME TO CORRECT YOUR GRAMMAR, please write me a note. (Ex: Leah, Please look at my verbs. Look at my vocabulary. . . .)

Some of you may prefer to write your journals out by hand in a notebook first and then type them later. That is perfectly okay. Just be sure to submit them online before your class time on the due day!

Have fun! ---Leah.
How to express your opinion respectfully in a journal response:

You can say things like:

To agree:

I agree with ______ (name). I also think…. (add more information to show why you think the same way)

I agree with ___________ (name) that _________________________ (idea).

That’s a good idea. I also think…. 

What you said was really good (cool, neat, interesting, exciting) because ……!

To add to an idea you agree with:

I agree with ___________ (idea or name). In addition (furthermore, moreover), I think…..

To disagree (to have the opposite point of view):

While what you say might be true, I…

I have a different opinion. I think that…. 

I have a different perspective. I think that…. 

What do you think about this idea? (and explain idea)

If we look at this in a different way…..

Other people might say…..

I know that you feel strongly about this. I have a different way of looking at it. I think…..

To clarify:

I would like to learn more. Can you explain what you mean by saying…..?

Can you tell me more?

What did you mean when you said “……”?

To show that you think something is interesting or surprising:

I was really interested in the part that talks about…. 

The part that talks about ……….was interesting because…. 

I was surprised to read the part about…. (or … to read that +clause) 

I was surprised to learn about…..
Correction symbols I will use on your papers:

adj = incorrect adjective
adv = incorrect adverb
arch = archaic = VERY OLD word! Not used often, if at all.
awk = awkward phrasing
c = comma needed
CAP = capitalization = CAPITALIZATION
cliché = overused expression
art = article/ determiner: need one or used incorrectly: ex. a, an, the, some, this, that, numbers, my.
frag = fragment, not a complete sentence. (Every sentence needs at least a subject and a verb!)
Inf/G = Change from infinitive to gerund, or gerund to infinitive
mm = misplaced modifier (needs to be moved)
p = punctuation, needs it or incorrect punctuation (, ! ? ; : "’” etc.)
PREP = preposition wrong or needs one
pro = incorrect pronoun
pro agr = pronoun agreement
RO = run on sentence (usually andand...and...and...and...and...andand...and....)
T = wrong verb tense
VT = shift in verb tense (like: Yesterday, I “eat' (ate!) pizza and “played” video games.)
SP = spelling
SVA = subject/verb agreement (like: he think instead of he “thinks")
WF = wrong word form: example: funny/fun or boring/bored.
WW = wrong word
¶ = new paragraph
NO ¶ = do not need new paragraph
// = not parallel (noun, noun, noun...verb, verb, verb.... future, future, future, etc.)
Δ = word missing, add a word
Calendar: ESL 491: Reading and Paper due dates.

Readings should be read BEFORE you come to class on the day they are listed. For example: Before you come to class on Friday, Sept. 4 you should have already read p. 206-209 in Sourcework.

Note: This syllabus is subject to change. Additional homework assignments will be given in class. They will likely include grammar practice, paraphrasing or summarizing practice, etc.

<table>
<thead>
<tr>
<th>Week</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wed. (no class)</th>
<th>Thursday</th>
<th>Friday</th>
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<tbody>
<tr>
<td>1 August 31-Sept. 4</td>
<td>31 <em>Introduction Syllabus.</em></td>
<td>1 <em>Introduction Sourcework (SW)</em> p. 1-4</td>
<td>2 No class. Do homework!</td>
<td>1 <em>In class write. Interview assignment given. HW</em> (Homework: Write: What was interesting or surprising about Friday’s reading?)</td>
<td>4 Meet in the lobby of Walker (#11) for intro to computer lab. BE ON TIME! SW: p. 206-209 Sample Essay.</td>
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<td>2 Sept. 7-11</td>
<td>7 Labor Day, No classes.</td>
<td>8 SW: p.6-14, Paraphrase. p. 189-183. Intro and Are Humans Hardwired…</td>
<td>9 Journals week 2 due today before class.</td>
<td>10 <em>Journals week 2 due today before class.</em></td>
<td>11 <em>In-class write</em></td>
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<td>Date</td>
<td>Notes</td>
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<td>4 Sept 21-25</td>
<td>SW: p.40-43 Note-taking Video in class.</td>
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<td>SW: p.44-46 Rough Outlines Video continued Journals due today.</td>
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<td>5 Sept 28 – Oct. 2</td>
<td>Conferences with Leah start this week.</td>
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<td>SW: p.61-71 Evidence+ Outlines</td>
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<td>6 Oct. 5-9</td>
<td>SW: 77-88 continued</td>
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<td>7 Oct. 12-16 Conference with Leah</td>
<td>12 SW: p.108-115 Cohesion</td>
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<td>13 Peer feedback day. Bring your rough draft. Journals due today.</td>
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<td>8 Oct. 19-23 Conference with Leah</td>
<td>19 SW: p.35-40 Receive independent research paper topics</td>
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<td>20 Journals due today.</td>
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<td>9 Oct. 26-30 Begin Independent research paper</td>
<td>26 SW: p.135-139 Topic proposal due</td>
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<td>27 Journals due today.</td>
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<td>SW: p. 188-191 Liberation without War</td>
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<td>Date</td>
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<td>10 Nov. 2-6</td>
<td>SW: Review Work day in Sources/Reference List due today.</td>
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<td>11 Nov. 9-13</td>
<td>Conference SW: p.146-155 Journals due today.</td>
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<td>12 Nov. 16-20</td>
<td>Conf. with Leah 16 Classwork to be announced. (TBA) 17 1st draft due paper 2 18 Journals due today.</td>
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<td>Nov. 21-29</td>
<td>Thanksgiving Break No Classes.</td>
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<td>13 Nov. 30-Dec. 4</td>
<td>Conf with Leah 30 1 Journals due today. 2 3 4 Final draft of Paper 2 due today.</td>
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<td>14 Dec. 7-11</td>
<td>7 Classwork to be determined. (TBD) 8 Journals due today.</td>
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**Finals Exams Week Dec. 14-18:** Do not leave the country until all of your exams are complete and you have your necessary paperwork from IPS.

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