Michigan Technological University
Course Syllabus
UN 2001 – Composition
Spring 2012

Instructor: Andrea Norkus
Phone: 616-970-3201
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Office: Walker Hall 149
Course Location: Walker Hall
Time: M,W,F 9:05-9:55
Office Hours: M,W,F 12:00-1:00
Mailbox: Walker Hall 319

Course Description: This course will better acquaint students with strategies for written, spoken, and visual communication. Because students study, practice, and develop texts that are conveyed to varying target audiences, UN 2001 will prepare students to learn rhetorical strategies for conducting informed research, critical reasoning, and persuasive techniques. The multimodal approach will give students the knowledge needed to communicate effectively while promoting personal growth as a scholar and individual.

(MTU Student Curriculum/ Humanities Guidelines).

In addition, we will be discussing variances in communication, development, and understanding. Our course will have a theme: “Merging Boundaries, Boarders, Biases, and Differences—Communication in a Diverse Society.” This theme will allow us to explore what it means to be “different,” what we can learn from diversity, and how to see perspective as the “Other.”

Course Objectives:

In UN 2001 students will learn to:
-Expand on and improve your written and oral communication skills and abilities.
-Write and speak precisely and persuasively.
-Explore various avenues of rhetorical techniques and strategies.
-Demonstrate the ability to use appropriate citations practices.
-Develop proofreading and editing skills.
-Adjust communication strategies and modes for specific audiences and or situational differences.
-Demonstrate the ability to evaluate evidence.
-Strengthen the ability to consider/ respect others positions, statements, and ideas.
Required Materials:

Text: Informed Argument

Recommended Materials:

Citation Handbook
USB Drive/Thumb Drive

Notebook
Writing utensil
Folder or binder

Additional Requirements: Attendance is MANDATORY. If you choose to miss a class your grade will suffer greatly. If you have a legitimate reason (illness, death in family, etc.) you should contact your instructor immediately via e-mail or telephone. The instructor will determine how you will, or if you will be able to make up missed activities based upon the circumstances. **You are allotted 3 absences a semester NO exceptions will be made.**

Homework: It’s your responsibility, it’s your effort, and it’s your grade. If you choose not to complete your homework it’s nobody’s fault but your own. Late work will not be accepted and a zero will be given for the recorded assignment.

Assignments and Research: Submissions must always be typed in Times New Roman font (size 12) with proper margins, spacing, and citation style/s unless instructed otherwise.

Spelling and Grammar Count. It’s understandable that you’re not all English majors, but it is absolutely necessary to be as accurate and professional as possible.

Course Website: Blackboard http://www.courses.mtu.edu

- All homework will be turned in either as a hard copy in class or posted onto Blackboard. If you happen to have any issues with Blackboard contact me via e-mail and attach a copy of your assignment to avoid being marked down.

- Also, make sure to check Blackboard for updates EVERY DAY! Make sure you’re not missing any required readings or assignments.

E-Mail: Please be courteous to your instructor AND e-mail in a timely fashion. Also, allow 24 hours for an e-mail response.

- For example, don’t send an e-mail like this: “Yo dude, I’m sick, can’t come in 2-day. Pce.”
-One day you’ll all be working in a professional setting and communication errors like this will be unacceptable and inappropriate.

**Electronic Devices:** Refer to your course syllabus or e-mail for the dates you need to bring your laptop. As for cell phones, I-Pods, MP3’s, etc...will NOT be needed and should be turned off and or silenced during class time. In the event of an emergency the instructor’s phone will be left on to ensure lines of communication are open and available. If a student is using an electronic device during class without permission the device will be confiscated for the class period and returned after class. Students violating this rule will lose participation points and will be required to speak with the instructor.

*Texting during class is a very large pet peeve of mine. If you need to make a call or send a text it is expected that you will excuse yourself from the room to do so. If you do not abide by these rules I will answer your text/and or phone call in class—and yes, this is not a joke, do not test it.

**Grades/Grading Scale:**

There will be a variety of course requirements you’ll be expected to complete from the following list:

*For spoken communication: Considers the tone of voice, pace of articulation, expression, vocal fluency, and shows that the individual has rehearsed and edited the piece.

*For sound communication: Sound effects and/or soundtracks meaningfully contribute to the rhetorical effects of the project.

*For visual communication: Must represent thoughtful application of design elements and the designs must support rhetorical principles or serve a rhetorical principle (Supporting, enforcing, representing, etc...)

*For written communication: Students will thoughtfully compose original documents/assignments that will encompass/distribute their knowledge gained throughout this semester—this will be applied to each/every project assigned.

**Annotated Bibliography Assignment**—

-This assignment will introduce you to “good researching habits” and will connect directly to your Critical Analysis Assignment.

-You will learn how to locate, reflect upon, and demonstrate the use of “supporting” evidence for your scholarly claims/arguments.

-Must include 8-10 sources (2 must be print books).
-This assignment will show students the concepts of ethos, pathos, and logos (Rhetorical Principles).

-Students will demonstrate how to craft an argument and use support/knowledge to defend their position(s).

-Students will learn how two unalike, arbitrary concepts/issues/products, etc... link together and what their importance is and how it might be applied in larger sense.

-Must be 3 pages double spaced in MLA format.

**Research Project Assignment—**

-Argumentative in nature (exhibits Rhetorical Principles).

-Show well researched sources and proves their credibility.

-Thoughtful, clear language appropriate for the audience in question.

-Logical structure with supporting examples/sources (evidence).

-Demonstrates everything you have learned throughout the semester: rhetorical analysis, research techniques/strategies, diverse perspective, knowledge of design, the function and meaning of language and sound, and finally, the organization of communication and related concepts in today’s modern technological society.

-Must include written, oral, and visual elements.

-Does not exceed 5 minutes in length.

-Show personal investment and interest (genuine effort).

-Tells a story that is engaging and appropriate for your audience.

-Exhibits an understanding of how to communicate effectively in a professional manner.

-Will prepare students to engage in mindful electronic etiquette.

-Must be 3 paragraphs (5 sentences each).
- Demonstrates the use of audience/language analysis.

- Must be 5 single-spaced pages.
- Cited in MLA or APA format.
- Guide readers/users through without hesitation.
- Demonstrate audience/language analysis.
- Include visual elements but no more than 5 pictures/graphs/charts.
- Will show students the importance of producing documents—text, spacing, alignment, etc… (CRAP PRINCIPLES).

- Provides an overview of what you have learned in the course and highlights your development/process.
- Actively displays your experience with the multimodal approach.
- Offers an honest appraisal of your portfolio contents.
- Holds visual appeal and design.
- Uses appropriate language for the audience in question.
- Does not exceed 2 single spaced pages but must be at least one and a half pages.

(Referenced from and adapted from: MTU Student Curriculum/ Humanities Guidelines).

*At the end of the semester you will be expected to revise each assignment which will be included in your final portfolio—thus, it IS important that you save revisions/drafts separately—DO NOT SAVE OVER YOUR PAPER(S)!!!

Participation: Students are expected to participate and be at every class. Attendance is ALWAYS taken at the beginning of class. I will grant students a 5 minute window for the first two weeks; however, after that you will be expected to attend class on time. Students will be allowed THREE unexcused absences. After the student’s unexcused absences are used the student will suffer a significant deduction points from their grade for every unexcused absence after that. If a student doesn’t actively participate in class, they will be considered absent. Mind you, class participation means listening actively, taking notes, asking questions, addressing issues in written or oral manners, etc… Participation is supremely important; your grade will
reflect it. Asking questions, making comments, and discussion will be beneficial to your experience in UN2001.

**Grading Scale:**

Total points: 1000

- A: 1000-920
- A/B: 920-870
- B: 870-820
- B/C: 820-770
- C: 770-720
- C/D: 720-670
- D: 670-600
- F: 600-Below

**The Final Break-Down:**

1. Annotated Bibliography: 60
2. Critical Analysis and Argumentative Paper (Researching Product History): 60
3. Research Paper: 60
4. [Items 4-7 are not fully visible or legible in the image.]
5. Final Portfolio (Includes: your Critical Analysis, Research Paper, Multimodal Project, and Reflective Summary)—Only finals drafts please: 400
6. Attendance (Only 3 Absences will be allowed. 10 Points will be deducted for each additional absence): 180
**Miscellaneous:**

- There should not be any reason why a student who puts forth a reasonable amount of effort should earn less than a C in this course.

- **The instructor reserves the right to make changes to the syllabus to ensure that the objectives are met. Any changes regarding the syllabus, homework, research, etc...will be sent out via e-mail.**

- Students are expected to abide by the policies of MTU with regard to academic honesty, cheating, plagiarism, etc...

- Students are expected to respect the rights of other students in class as well as the instructor. This will provide a friendly, stress-free atmosphere that is conducive to learning.

- You will each be responsible for turning in your homework on the date it is assigned to be due—if you are having difficulty using Black Board, please e-mail me your attachments/questions/concerns.

- You will each sign an academic integrity form, if found in violation without proper acknowledgement (plagiarism) you will receive an F for the course.

- No outside collaboration of any kind will be tolerated for this course unless instructed otherwise ie; (no using “scoop files” or any other files/documents not generated by the student that is CURRENTLY enrolled for the course).

**University Policies:**

- Academic regulations and procedures are governed by University policy. Academic dishonesty cases will be handled in accordance the University's policies.

- If you have a disability that could affect your performance in this class or that requires an accommodation under the Americans with Disabilities Act, please see me as soon as possible so that we can make appropriate arrangements. The Affirmative Action Office has asked that you be made aware of the following:

  Michigan Technological University complies with all federal and state laws and regulations regarding discrimination, including the Americans with Disabilities Act of 1990. If you have a disability and need a reasonable accommodation for equal access to education or services at Michigan Tech, please call the Dean of Students Office at 487-2212. For other concerns about discrimination, you may contact your advisor, Chair/Dean of your academic unit, or the Affirmative Programs Office at 487-3310.

**Academic Integrity:**

http://www.studentaffairs.mtu.edu/dean/judicial/policies/academic_integrity.html
**UN 2001 Course Schedule**

*This schedule will change pending dates for vacation/holidays, etc...*

*Also, if we are having a “peer response workshop” you must bring in copies for your group members and yourself—these are needed for the workshop. Those who do not bring copies will be asked to leave class without credit for the assignment(s) and will be marked absent for the day.*

<table>
<thead>
<tr>
<th>Week 1</th>
<th>Monday 1/9: Introduction to UN2001 (reading/signing the syllabus), Academic Integrity Form, Walk though Black Board, and Citation Examination Form.</th>
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<tbody>
<tr>
<td></td>
<td>Wednesday 1/11: Introduction to Annotated Bibliography and using your sources to start researching for your Critical Analysis/Argumentative Writing Assignment. Brainstorming—choosing a product /issue/concept/ interest and research the history of them—then draw a link to these two disciplines/interests.</td>
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<td>Friday 1/13: Annotated Bibliography due on Black Board—Posted before class—bring printed copy to class to help write your Critical Analysis/Argumentative Writing Assignment... Outlining/Mind-Mapping for your Critical Analysis/Argumentative Writing Assignment Draft due Friday.</td>
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<tr>
<th>Week 2</th>
<th>Monday 1/16: No Class MLK Day</th>
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|            | Wednesday 1/18: Understanding plagiarism and citation (Reviewing the
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<td>Friday 1/27: Rough Draft of Research Paper due next Wednesday.</td>
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<th>Week 4</th>
<th>Monday 1/30:</th>
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<td>Wednesday 2/1: <strong>Rough Draft Due in class (Hard Copy)—Peer Response/Evaluation Groups.</strong></td>
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<td>Friday 2/3:</td>
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<th>Week 5</th>
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<td>Wednesday 2/8:</td>
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<td>Friday 2/10: <strong>No Class Winter Carnival Recess</strong></td>
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<th>Week 6</th>
<th>Monday 2/13: <strong>Final draft of Research Paper due—posted to Black Board.</strong></th>
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<td>Wednesday 2/15:</td>
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<td>Friday 2/17:</td>
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| Week 7 | Monday 2/20:                                                                                                                                 |

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**Plagiarism and Citation PowerPoint**, Discussing when to summarize, paraphrase, and direct quote information. Introduce Purdue's OWL as an excellent online resource. Practice: (demonstrate how to understand the differences in summarizing, paraphrasing, and direct quoting). Using on-campus resources to better understand the citation process and technique. (Multiliteracies Center).
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<th>Week 8</th>
<th>Monday 2/27:</th>
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<tr>
<td>Wednesday 2/29:</td>
<td>Brainstorming in class and show example. Demonstrating how to zip files and proper submission procedures.</td>
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<td>Friday 3/2:</td>
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<tr>
<th>Week 9</th>
<th>Monday 3/5: No Class Spring Break</th>
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<td>Wednesday 3/7: No Class Spring Break</td>
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<td>Friday 3/9: No Class Spring Break</td>
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<th>Week 10</th>
<th>Monday 3/12:</th>
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<td>Wednesday 3/14:</td>
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<td>Friday 3/16:</td>
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<th>Week 11</th>
<th>Monday 3/19:</th>
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<tr>
<td>Wednesday 3/21:</td>
<td>Brainstorming in class and show example. Demonstrating how to zip files and proper submission procedures.</td>
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<td>Friday 3/23:</td>
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<th>Week 12</th>
<th>Monday 3/26:</th>
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<td>Wednesday 3/28:</td>
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<td>Friday 3/30:</td>
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<p>| Week 13 | Monday 4/2: Final Portfolios Due at noon—All materials will need to be submitted in a ZIP FILE to Black Board—no late assignments will be |</p>
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<th>Week 14</th>
<th>Monday 4/9: No Class Finals Week.</th>
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<tr>
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<td>Wednesday 4/11: No Class Finals Week.</td>
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<td></td>
<td>Friday 4/13: No Class Finals Week.</td>
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I have read and understood the syllabus for this course. I will direct any questions regarding the contents of this document in a timely manner to my course instructor. If any difficulties should arise in meeting any of the requirements/expectations as outlined above I will contact my course instructor immediately.

**Print Name Here:** ______________________________

**Sign Name Here:** ______________________________

**Sign Date Here:** ______________________________