English 1213: Composition II (F2016)

Instructor: Jeaneen Canfield
Email: jeaneen.canfield@okstate.edu
Office: 409 Morrill Hall
Office Hours: TR 11:00 – 12:00
W 10:00 – 11:00

Required Texts:
1. Lundsford, A., et.all. Everyone’s an Author with Readings. eBook. (Already downloaded on the online classroom)

Course Objectives/Expectations:
Students will develop and extend their proficiency with writing processes by developing research questions, conducting sustained and focused primary/secondary research, critically analyzing source materials, developing research projects, and reflecting upon their own research processes.

I expect each student to fully adhere to the Composition Program Policies (see below) and the guidelines and requirements in this syllabus. I also expect all students to conduct the pre-class reading assignments and to actively participate in each class. Please note that in order to successfully complete this course, all four major papers must be completed and submitted.

Program/Learning Outcomes:
In addition to building upon the outcomes from English 1113, in English 1213, all students will be able to do the following:
- Identify and analyze the purpose, stance, exigency and scope of a selected archive
- Draw a conclusion answering the inquiry question for the archive
- Apply keyword knowledge to research a topic
- Describe the processes used to refine a research topic
- Describe, summarize, and visually represent various points of view on a research topic
- Describe and apply a system for searching, storing, and organizing sources
- Summarize, paraphrase, and quote appropriately for an academic audience, demonstrated through the effective and consistent use of a selected style and citation system (MLA, APA, Chicago, etc.)
- Develop a thoughtful analytical argument through the use of reasoning, evidence, and sources
- Identify and apply appropriate revision at both deep and surface levels

Materials Needed for Each Class Session:
- Writing materials: pens/pencil and notebook
- A folder or binder to keep track of in-class work
- A copy of the syllabus, course handouts, and the textbooks

Assignments and Grading:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points</th>
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<tbody>
<tr>
<td>Composition 1 – Exploring the Archive</td>
<td>100 pts.</td>
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<tr>
<td>Composition 2 – Analyze the Archive</td>
<td>200 pts.</td>
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<tr>
<td>Composition 3 – Reading Connections: Article Summary &amp; Infographic</td>
<td>200 pts.</td>
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<tr>
<td>Reflective Writing</td>
<td>50 pts.</td>
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Composition 4 – Your Own Question 250 pts.
Journal/Online Discussions 50 pts.
In-Class Work 50 pts.
Class Participation/Quizes 50 pts.
Essay 5 – Final Exam 50 pts.

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<tr>
<th>Final Grade</th>
<th>895 – 1000</th>
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<table>
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<tr>
<th>Paper Due Dates</th>
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<tr>
<td>Paper #1</td>
<td>September 9, 2016</td>
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<tr>
<td>Paper #2</td>
<td>October 7, 2016</td>
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<td>Paper #3</td>
<td>November 4, 2016</td>
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<td>Paper #4</td>
<td>December 2, 2016</td>
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<td>Final – Web Page Presentation</td>
<td>(See online)</td>
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*All due dates subject to change by the instructor*

**Conduct and Courtesies:**
- Please come to class on time. If you are running late, enter the classroom quietly.
- Keep in mind some of the material covered in the readings this semester may deal with controversial issues. Out of respect for each class member, students are expected to conduct themselves in a courteous and civilized manner when discussing or critiquing.
- Also, out of respect for others, please silence all cell phones, pagers and other electronic devices before the class begins.

**Attendance and Tardiness:**
OSU’s Composition Program has a strict attendance policy to which you must adhere in order for you to be successful in this course. You will find it clearly stated in this document under “Composition Program Policies Fall 2016.” Should you arrive late, it is your responsibility to make sure I have you marked “tardy” instead of “absent,” as I take attendance at the very beginning of each class period.

**Assignments:**
- You will write four essays over the course of the semester. The essays will be explained and discussed at length in class, and a separate assignment sheet for each essay will be posted on the online classroom for you to download and print. You must turn in all four essays to pass the class. Failure to turn in both first and final drafts of one of these essays will result in an “F” for the semester.
- Final essay & Research Presentation – You will translate your Essay 4 into a web-page and present it in class. More information for this will be provided at a later date.
- Reading responses (Journal)/Online Discussions – This work will be completed on your own time, and I will provide the prompt or columned structure for each journal writing/discussion assignment.
- Reading quizzes – periodic reading and lecture check quizzes
- Additional Readings that are not in your class texts will be available on D2L
- Please be sure to regularly check D2L for updated information, necessary class hand-outs, and other pertinent class information.
Conferences:
Over the course of the semester, we will have four required individual conferences. Each time we have a scheduled conference, our regular class meeting will be canceled for the day. If you miss a required conference, it is unlikely that we will be able to reschedule it during the course of the conferencing period, and it will count as an absence.

Conferences give you an opportunity to discuss your writing and your specific concerns with me in a one-on-one environment. In order to get the most out of our time, please take into consideration the feedback you have received from me and from your peers, and come to me with questions and concerns.

Research Participant Opportunity
I am an avid researcher, and I am always seeking ways to improve my pedagogical practices. For this reason, I am going to be conducting a study that examines my instructional practices for improving student engagement, thus effecting student growth in rhetorical practices. There will be no extra work that you students have to complete in order for me to conduct this study. All assignments will be part of the normal work for this course. Your participation is not required for you to be successful.

At some point in the semester, you will be given the opportunity to agree to participate in this study. If you take part in the study, the following procedures will be followed after final semester grades are submitted: 1) the writing tasks you complete during the course will be collected and analyzed; 2) You will be asked to complete a short survey, and 3) You may be asked to participate in an individual audio-recorded interview about your perceptions and coursework experiences.

Student Advocacy Statement
I am highly committed toward helping students achieve their fullest potential during their time at OSU. Should you ever encounter anything that you feel inhibits your academic progress, emotional well-being, etc. (i.e. discrimination of any sort), please feel free to consult me. OSU has multiple services designed to assist students, and I am happy to provide you with information about how you can contact any of those you feel will benefit you the most.

Please continue reading the Composition Program Policy Sheet for important information.

Composition Program Policies
FALL 2016
Contact Information
Composition Website Address: http://comp.okstate.edu.
Director of First-Year Composition: Dr. Lynn C. Lewis (Morrill 309c)
Associate Director of First-Year Composition: Dr. Joshua Daniel-Wariya (Morrill 302a)
Graduate Assistant Directors (Morrill 409):
Jeaneen Canfield
Hillary Coenen
Josiah Meints
William Tunningley

Dates from the Registrar:
Classes begin Aug 15. The nonrestrictive drop/add deadline is Aug 22. The restrictive drop/add deadline is Aug 26. The instructor must sign your add card, so give yourself sufficient time to find the instructor prior to the deadline; however, the instructor is not required to allow you late entry into the course, nor does his or her signature guarantee you a seat. Composition courses are never over-enrolled, nor are seats held for individuals. The W drop/withdraw deadline is Nov 4. The W/F withdraw deadline is Nov 18. Class work ends Dec 2. For more information, http://registrar.okstate.edu/Academic-Calender.
Students with Disabilities
If you think you have a qualified disability and need special accommodations for this course, you should notify your instructor and request verification of eligibility for accommodations from the Office of Student Disability Services (315 Student Union) as soon as possible. Accommodations for disabilities cannot be made until the instructor receives a verification letter from the SDS office, and accommodations cannot be made retroactively for assignments already completed or absences already accrued. For more information, call 405-744-7116 or go to http://sds.okstate.edu.

Attendance
You are expected to be present every day your class meets, but we do allow a specific number of absences without penalty for unavoidable circumstances that may occur. Absences beyond the limit are considered excessive and result in grade reductions. Students are excused without penalty in the case of jury duty, mandatory military service, university-sanctioned activities, and activities required for classes or scholarships. University-sanctioned activities include a student athlete's participation in official athletic events for Oklahoma State University. (Greek life activities, on the other hand, would not be included.) However, student athletes are still expected to turn in all assignments on time and to make up work as needed within a timeframe agreed on by instructor and student. No other absences will be considered excused, including absences due to illnesses, doctor's appointments, and emergencies. Reductions will be taken on a percentage basis from the total number of points possible in the course. Students are expected to arrive in class on time in order to be counted present. Requests for exemption from this policy must be made in writing to the Program Director. However, exemptions are extremely rare and have been granted only for the most extraordinary circumstances.

**Tues/ Thurs or Mon/ Wed classes:** 4 absences without automatic grade reduction, 5 absences = a final grade reduction of 7.5% of the total points possible for the course, 6 absences = a final grade reduction of 15%, and 7 or more absences = failure of the course.

**Mon/Wed/Fri classes:** 6 absences without automatic grade reduction, 7 absences = a final grade reduction of 5% of the total points possible for the course, 8 absences = a final grade reduction of 10%, 9 absences = a final grade reduction of 15%, and 10 or more absences = failure of the course.

**Missed in-class work**
Students absent for university-sponsored activities (which do not include social or Greek-sponsored activities, clubs, or intramural athletics) or mandatory military service may make up work missed due to such absence. Other policies regarding missed in-class work are at the discretion of the instructor.

**Late work**
Grades of work defined as "late" (coming in after established due date and time) will be reduced by 5% of the total points possible for the assignment each day it is late. Instructors may determine if this policy includes drafts and how weekends will be counted toward the grade reduction. Instructors may reduce the grade on a paper by up to 5% if a conference or peer editing session is missed.

**Missing work**
You must complete all required drafts and all final copies of the four major papers in order to receive credit for the course.

**Plagiarism**
According to University Policy, plagiarism is “presenting the written, published or creative work of another as the student’s own work. Whenever the student uses wording, arguments, data, design, etc., belonging to someone else in a paper, report, oral presentation, or other assignment, the student must make this fact explicitly clear by correctly citing the appropriate references or sources. The student must fully indicate the extent to which any part or parts of the project are attributed to others. The student must also provide citations for paraphrased materials. ” Plagiarism can result in failure of the course or suspension from the University. For more information, see the policies listed at http://academicintegrity.okstate.edu.
Overview of Semester Schedule F 2016

Week 1
T 8/16  Intro to Class, Syllabus Overview, Define “Archive” – Viewpoint Maps
R 8/18  Overview of Archive Assignment
Read: “Reading Strategies: A Close Encounter” only Part I from Inquiry, Research, & Argument at Oklahoma State University
Class Twitter
Class WordPress Blog

Week 2
T 8/23  Read: “Thinking Rhetorically” from Everyone’s an Author – pages 5-17
Posted article on D2L regarding Archives
Class Discussion
Writing Center Preview
R 8/25  Exploring Archives
Read: “Rhetorical Situations” & “Reading Rhetorically” from Everyone’s an Author – pages 18-39
WordPress Blog #1

Week 3
T 8/30  Viewpoint Map Due.  Read: “Writing a Summary” from Inquiry, Research, & Argument
R 9/1   Scheduled Composition Conference (no regular class)

Week 4
T 9/6   Peer Review and In-Class Workshop to Prep for Presentations
R 9/8   In-Class Presentations of Archives (Counts as Essay 1 – due Today)
Composition 1 Completed

Week 5
T 9/13  Overview of Archive Analysis Assignment
Read: “Writing Analytically” from Everyone’s an Author – pages 201-227
Introduce Zotero
T 9/15  Read: “Tweets and Reports” from Everyone’s an Author – pages 664-679
WordPress Blog #2
Begin Analysis of selected archive

Week 6
T 9/20  Read: “Meeting the Demands of Academic Writing” from Everyone’s an Author – pages 40-52
R 9/22  Read: “Keeping Track/Managing Information Overload” & “Evaluating Sources” from Everyone’s an Author – pages 492-507
Archival Research

Week 7
T 9/27  Read: Posted D2L Reading re: Archival Research
Zotero check for collecting sources and information
R 9/29  Composition Conference (no regularly scheduled class)

Week 8
T 10/4  Composition 2 Draft due today : Peer Review
R 10/6  In-Class Writing Workshop
Final Draft Composition #2 due on D2L @ 11:59 on Friday – October 7, 2016
Week 9
T 10/11  Read: Posted readings on D2L re: Infographics
Intro to Composition 3 – Infographics

R 10/13  Read: Link on D2L PicktoChart article
In-Class work with PicktoChart
Begin Collaborative article: Ref-Me versus Zotero

Week 10
T 10/18  Read: “Finding Sources” from Everyone’s an Author – pages 459-491
Your own inquiry question
WordPress Blog #3

R 10/20  Read: “Making Research Connections” from Inquiry, Research, & Argument
Collaborative Article Due – Present in class

Week 11
T 10/25  Read: “Working with Sources” from Inquiry, Research, & Argument
Visual Representation of Research Articles – the larger conversation

R 10/27  Composition Conferences (no regularly scheduled class)

Week 12
T 11/1   Read: “Designing What You Write” from Everyone’s an Author – pages 755-771
Peer Review in class

R 11/3   In-Class Writing Workshop
Reflection on the Composing Process – Podcast Preview

Final Draft Composition 3 due 11:59 on Friday – November 4, 2016

Week 13
T 11/8   Podcast How-To’s – In-class script/draft writing

R 11/10  Read: “Reading Strategies: A Close Encounter” – Part II in Inquiry, Research, & Argument
Posted on D2L: MLK’s “Letter from Birmingham Jail” & “I Have a Dream” – warrants, etc.

Week 14
T 11/15  Reflective Podcast Due – more details to follow

R 11/17  Composition Conference (no regularly scheduled class)

Week 15
T 11/22  Revisit Viewpoint Maps. Catch-Up and Breath Day

~ Thanksgiving Break ~

Week 16
T 11/29  Web-Page Workshop

R 12/1   Web-Page Workshop

Final Draft Composition 4 due 11:59 on Friday – December 2, 2016

Final Web-Page Presentations

Final In-Class Presentation – Tuesday, December 6, 2016 @ 8:00 AM