English 102 is an intensive writing course that builds on English 101’s emphasis on clear, focused, academic writing. In this class, you will continue to develop skills in expression, inquiry, revision, reasoning, and research through critical reading, writing exercises, and the composition of academic papers.

**REQUIRED CLASS TEXTS**


Coursepack. Wildcat Store only. (No refunds on coursepacks)

*This Coursepack contains essential information for English 102. It will be used or referenced frequently throughout the quarter.*

**OTHER TEXT**

Although no other texts are required, you must have access to grammar reference. You are encouraged to use the *Harbrace Essentials* handbook or another reputable and current reference tool. You may also use the Online Writing Lab (OWL) at Purdue:

[owl.english.purdue.edu](http://owl.english.purdue.edu)

**ENGLISH 102.012** is a web-intensive course and requires frequent use of Canvas, cwu.edu email, and a MS Word compatible word processor (doc/docx).

**COURSE TIME** MWF 12:00–12:50 pm

**LOCATION** Black Hall 203

**INSTRUCTOR** Joseph Johnson

**CONTACT** josjohns@cwu.edu or Canvas

**OFFICE** L&L 403I

**OFFICE HOURS** MW 1–1:50; Th 10–10:50 or by appointment

1. Perceiving and relating various perspectives on a question at issue and formulating generalizations about these relations.
2. Identifying assumptions and criteria to use in analyzing the writing of others.
3. Analyzing and synthesizing multiple sources—identifying varying perspectives and logical relations among the sources, and responding to a question at issue.
4. Using citation and documentation effectively.
5. Identifying logical progression in arguments.
6. Describing the interrelationship between style and meaning in the writing of others and adjusting style to enhance meaning in one’s own writing.
7a. Taking a position on a question at issue by developing a focused assertion based on a shared assumption, presenting evidence in support of a line of reasoning, addressing divergent stances on the issue, and using a variety of appeals while avoiding rhetorical fallacies...
AND/OR
7b. Critiquing source material by accurately summarizing all material used as well as identifying, analyzing, and appraising the source’s assumptions, assertions, or textual features.

Everyone is expected to be respectful of other people, their ideas, and their work. Obscene or demeaning language and behavior is never appropriate or acceptable, nor is discrimination of any kind against race, gender, religion, age, disability, or sexual orientation, whether spoken or written. Any such conduct will not be tolerated, and any student who violates this expectation will be reprimanded accordingly. Reprimands may include receiving a lower participation or assignment grade or, in some situations, being reported to Student Affairs.

Also, please note restrictions on electronic devices (see “Participation,” page 7).

Writing is a process and writers depend on a community of readers. CWU and the English Department thus expect you to participate in this course in the following ways:
1. All assigned readings should be completed by due dates.
2. Thoughtful participation in class discussions, reviews, and exercises is essential.
3. All assignments are due when noted on the course schedule.
4. Attendance is expected. Absences will damage your overall grade.
COURSE POLICIES

ADA STATEMENT

Central Washington University is committed to creating a learning environment that meets the needs of its diverse student body. If you anticipate or experience any barriers to learning, discuss your concerns with the instructor. Students with disabilities should contact Disability Services to discuss a range of options to removing barriers in the course, including accommodations. DS is located in Bouillon 140. Call (509) 963-1202 or email ds@cwu.edu for more information.

PLAGIARISM

A demonstrable case of plagiarism will likely result in a failing grade for the assignment and may result in a failing grade for the class. Furthermore, such a violation of the Student Code of Conduct may be reported to Student Affairs. (See “106-120-027 Proscribed conduct 2.h” at www.cwu.edu/student-success/student-rights-and-responsibilities.)

EXTRA CREDIT

If any extra credit options arise, they will be offered to the entire class. Please do not request extra credit or expect that extra credit will make up for missed or poorly completed assignments.

COMMUNICATION

The Canvas Learning Management System (LMS) is a vital resource for handouts, announcements, grades, and other items. Every student must be/become familiar with this tool. If you cannot regularly access and use Canvas, you will not be able to complete several assignments.

For assistance, contact 963-1224 or click the "Help" tab at the top-right of Canvas.

Regularly check Canvas and/or your student e-mail account (name@cwu.edu). In the event that important information is posted, it will be announced on Canvas.

All e-mail must come from your student account (login to Outlook to send) or Canvas.

For reasons of confidentiality and consistency, your instructor will not respond to e-mail from a non-cwu.edu or non-Canvas account.
## SCHEDULE

The schedule provides an overview of topics, assignments, and meeting locations. For your reading assignments, see the Reading Schedule, handed out with the paper syllabus (also available on Canvas).

**Note:** Two online days (1/15 and 2/6). No meetings on 1/19, 1/28, or 2/16. We also meet one day in the Library (1/12) and one day in a computer lab (1/9).

<table>
<thead>
<tr>
<th>DATE</th>
<th>TOPIC</th>
<th>TOPICS AND NOTES</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/7</td>
<td>Introductions.</td>
<td>Syllabus. Course Overview.</td>
</tr>
<tr>
<td>1/9</td>
<td>Online Introduction.</td>
<td>Meet in computer lab. Canvas and web presence overview.</td>
</tr>
<tr>
<td>1/12</td>
<td>Library.</td>
<td>Meet in library. An introduction to primary library services necessary for this class.</td>
</tr>
<tr>
<td>1/14</td>
<td>Research and Topics.</td>
<td>Back in our regular classroom. Introduction to topics, Research Summary Set, and Academic Resource Center.</td>
</tr>
<tr>
<td>1/16</td>
<td>Reading: Rhetoric and Tone.</td>
<td>This is our first of two online days. You will receive course materials and topics on Canvas. You will then complete a Canvas discussion board assignment.</td>
</tr>
<tr>
<td>1/19</td>
<td>No Class</td>
<td>Martin Luther Kink, Jr. Day</td>
</tr>
<tr>
<td>1/23</td>
<td>Plagiarism, Attribution, and Citation.</td>
<td>Focus on plagiarism and ways to avoid it through standard academic tools and conventions.</td>
</tr>
<tr>
<td>1/26</td>
<td>Research Day.</td>
<td>Meet in library. You will research sources for your Research Summary Set.</td>
</tr>
<tr>
<td>1/28</td>
<td>No Class</td>
<td>Faculty Development Day</td>
</tr>
<tr>
<td>1/30</td>
<td>Thesis and Argumentation.</td>
<td>We begin to dismantle and construct arguments. Consideration of how a thesis statement forms a paper's structure, scope, and purpose.</td>
</tr>
<tr>
<td>2/2</td>
<td>Argumentation.</td>
<td>A continuation of critical reading and writing. Examination of multiple types of arguments.</td>
</tr>
<tr>
<td>2/6</td>
<td>Thesis.</td>
<td>This is our second of two online days. You will receive course materials and topics on Canvas. You will then complete a Canvas discussion board assignment.</td>
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</tbody>
</table>

?:=Canvas Quiz,  Home:=Canvas Discussion Assignment, Paper:=Paper/Assignment Due, Workshop:=Workshop Session, Meeting:=Meeting Location Note
<table>
<thead>
<tr>
<th>DATE</th>
<th>TOPIC</th>
<th>READING DUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2/9</td>
<td>Paragraphing and Sourcing.</td>
<td>A strong paragraph will feature clear claims, strong evidence, and focused</td>
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<tr>
<td></td>
<td></td>
<td>analysis. We will consider how to introduce and integrate evidence.</td>
</tr>
<tr>
<td>2/11</td>
<td>Sentences and Editing.</td>
<td>An overview of well-formed sentences, including transitions and punctuation.</td>
</tr>
<tr>
<td>2/13</td>
<td>Verbs and Advanced Editing. RSS Revision (optional)</td>
<td>This session will concentrate on refining sentences to be direct and precise.</td>
</tr>
<tr>
<td>2/16</td>
<td>No Class</td>
<td>Presidents’ Day</td>
</tr>
<tr>
<td>2/18</td>
<td>Critical Reading/Responding. Nuts &amp; Bolts Quiz (Canvas)</td>
<td>This session will provide an overview of approaches to critiquing and reviewing academic writing.</td>
</tr>
<tr>
<td>2/20</td>
<td>Workshop Preview Preliminary Synthesis* (due dates vary) PAS: 1:1–4, 2:1–4</td>
<td>This session will apply our editing, critiquing, and evaluation skills to a real-word example of student writing.</td>
</tr>
<tr>
<td>2/23</td>
<td>Workshop Session. PAS: 1:5–8</td>
<td>Workshop papers 1:1–4. All workshops include a blend of leading, critiquing, and reviewing. Your particular assignments will be provided in class.</td>
</tr>
<tr>
<td>2/25</td>
<td>Workshop Session. PAS: 2:5–8</td>
<td>Workshop papers 2:1–4. All workshops include a blend of leading, critiquing, and reviewing. Your particular assignments will be provided in class.</td>
</tr>
<tr>
<td>2/27</td>
<td>Workshop Session. PAS: 1:9–12</td>
<td>Workshop papers 1:5–8. All workshops include a blend of leading, critiquing, and reviewing. Your particular assignments will be provided in class.</td>
</tr>
<tr>
<td>3/2</td>
<td>Workshop Session. PAS: 2:9–12</td>
<td>Workshop papers 2:5–8. All workshops include a blend of leading, critiquing, and reviewing. Your particular assignments will be provided in class.</td>
</tr>
<tr>
<td>3/4</td>
<td>Workshop Session.</td>
<td>Workshop papers 1:9–12. All workshops include a blend of leading, critiquing, and reviewing. Your particular assignments will be provided in class.</td>
</tr>
<tr>
<td>3/6</td>
<td>Workshop Session.</td>
<td>Workshop papers 2:9–12. All workshops include a blend of leading, critiquing, and reviewing. Your particular assignments will be provided in class.</td>
</tr>
<tr>
<td>3/9</td>
<td>Revising and Issues.</td>
<td>Consideration of reoccurring issues in workshops. Keys and approaches to final revising and editing.</td>
</tr>
<tr>
<td>3/11</td>
<td>Abstracts and Titles.</td>
<td>Finishing an academic paper for submission. Introduction to the Final project.</td>
</tr>
<tr>
<td>3/13</td>
<td>Completing Papers. Argumentative Synthesis</td>
<td>Final adjustments to the Argumentative Synthesis</td>
</tr>
<tr>
<td>TBD</td>
<td>Final Abstract and Titles</td>
<td>Final (Abstract and Titles) may be submitted on paper (in-person or to English Department Office) or online (Canvas—no email).</td>
</tr>
</tbody>
</table>
GRADES

Your final grade will be calculated according to the total amount of points earned. 1,000 points is 100%.

Participation 300 points
Daily Participation .............................................. 100
Workshop Leader .................................................. 50
Workshop Responses ............................................ 100
Workshop Reviews .................................................. 50

Writing 500 points
Research Summary Set ........................................... 150
Preliminary Argumentative Synthesis ........................................... 150
Argumentative Synthesis .................................................. 150
Final (Abstract) .......................................................... 50

Online Activities 100 points
Online Day: Rhetoric ................................................ 25
Online Day: Thesis .................................................. 25
Topic Proposal Discussion ........................................ 50

Quizzes 100 points
Syllabus Quiz ......................................................... 20
Nuts & Bolts Quiz .................................................... 30
MLA/Attribution Test .................................................. 50

Revision
You may revise your Research Summary Set for an adjusted grade if you meet the following conditions:
1. The paper was submitted by the due date and time,
2. You submit the revised paper by class time on Friday, February 13. The revised version may earn up to 84% of the assignment’s possible points, meaning a flawless revised RSS can receive a maximum of 126 points. Revision requires re-viewing a paper, not just making editing corrections. A revised paper will feel new.

Other assignments may be revised for critique, but not for credit or score adjustments.

The Academic and Research Commons (ARC), located in the Brooks Library, offers a number of valuable resources for students. This quarter, this course and seven other English 102 courses will participate in a study to gauge how helpful ARC resources are to students. ARC representatives will explain more during the second week of course.

If you need extra assistance with your writing, exchange files with a classmate, consult your instructor, and/or visit the Academic and Research Commons in the library or online: www.cwu.edu/learning-commons/. Learning Commons services are free and usually improve papers.
PARTICIPATION

OVERVIEW For every class session (online or face-to-face), you should be ready to engage fellow students, the instructor, and the material. If you come to class and participate (or are prepared to participate), you will earn participation credit: ten points per week.

If you are not prepared for class, are disruptive, are absent, or are disengaged (such as in the use of electronic devices) you will be considered “non-participatory” (NP). An NP day works much like an absence, except that it does not count toward your “Total Absences.” For every NP day or absence, you lose 5 points from your Participation Score. It is possible to have a negative Participation Score.

TARDIES Tardies tend to disrupt class and show disrespect for your classmates. If you are not present when roll is completed but arrive within the first five minutes of class, you are counted “tardy.” Every set of four tardies counts as an absence. If you arrive to class more than five minutes late, you are counted NP. Tardy-caused absences may count toward your Total Absences.

ABSENCES If you are absent from a session, you are unable to offer your perspectives and contribute to the class—thus, this course does not distinguish between excused and unexcused absences. Furthermore, the lack of reliable and consistent attendance affects the overall quality of the class. Absences affect your Participation grade in the same way as an NP: Every absence, regardless of the reason, results in non-participation and, thus, a loss of 5 points from your Participation Score.

TOTAL ABSENCES Each absence counts toward your Total Absences. If you have seven or more total absences during the quarter, you receive a zero for the entire “Daily Participation” category.

EXCEPTIONS There’s no way to earn participation points apart from being in class. However, in rare circumstances, you may petition to have an absence not count toward your Total Absences (to avoid loss of all Participation points). Requests must be made via e-mail/Canvas within 12 hours of the absence. In general, these exceptions apply to CWU-related activities.
ASSIGNMENT POLICIES

DEADLINES

Start your assignments early. Papers must be well-edited, cohesive, and consistent with assignment rubrics. They should be academic papers written by university-level writers.

Unless arrangements have been made in advance via e-mail/Canvas, all assignments must be submitted by the beginning of class on the due date. Non-Canvas-based assignments may be submitted in class or to the English Department Office.

Only three assignments permit late submissions. These assignments are the Topic Proposal, the Research Summary Set, and the Argumentative Synthesis. These assignments can receive 90% credit if submitted late on the due date but before 5:00 p.m. Assignments up to 24 hours late receive 75% credit. Assignments up to 48 hours late receive 50% credit. Any assignment over 48 hours receives a score of 0 unless pre-arranged with your instructor via e-mail/Canvas.

DRAFTS: You may request a reading of drafts from the “Writings” category, except the Final (one reading per assignment). Your instructor will, if given at least 36 hours, read through a preliminary paper and offer suggestions for improvement. The depth of this feedback will vary based on how many students request readings.

MISSED ASSIGNMENTS: You are responsible for completing work assigned while absent. Most assignments cannot be made up, though several can be submitted early. Some assignments are participation-dependent and cannot be made up or pre-arranged.

CRS SOURCES

This is an academic composition course that relies on reliable academic research. As such, several of your assignments require materials that meet Core Research Standards (CRS). In some cases, failure to use a specific minimum of CRS sources may result in major point losses or failing paper grades. A CRS source meets the following minimum standards:

OPTION 1: An article found through the Academic Search Complete database. The article must meet all three of the following requirements: It must be from Academic Search Complete (which should be specified in the Works Cited entry), it must have at least one author named, and it must provide a PDF version that includes the page numbering from the article as it appeared in print.

OPTION 2: A print article found within the CWU periodical library.

OPTION 3: A book (in print) found in the CWU Library.

WORD COUNTS

Word counts are provided on all writing assignments and form parameters that should guide your composition. If your assignment appears to be over or above these word counts, the assignment is subject to a Word Count Modifier (WCM). For example, if you turn in 1000 words on a 1200-word-minum assignment, you’ve completed 83% of the minimum. Your paper’s score will be multiplied by 83% to determine its final score.