

# Syllabus

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**Office Hours: TR 12:30-2:30, by Appointment**

**Course Identification**

**Course Number: ENG108-42**

**Description:** Offered: F, Sp, Su. Instruction in college-level research and rhetoric: continued practice in college-level writing. Fulfills second half of the General Studies requirement in English composition. Prerequisite: A grade of C or better in ENG 104.

**Goals and Objectives** <https://www.missouriwestern.edu/eml/eng-108-objectives-college-writing-and-research/>

**Required Textbook: All resources will be accessed online. You will be expected to complete all reading and work in Moodle as assigned.**

**[Academic Writing Guide](#)**

**[Purdue Owl](#)**

## **Course Requirements**

1. Weekly Blogs--You will be assigned a weekly reading for which you will construct an essay in your personal blog addressing a specific topic. You must complete 12 such essay blogs; these should be posted by Sunday of each scheduled week. The blog should be at least the equivalent of two double-spaced pages Times New Roman 12. You will use internal citations and create a bibliographical entry for any resource used.

Blog work has been structured to deliver writing instruction content; your careful use of this material will help you to mature as a writer.

You will receive up to 25 points at mid-term and finals for your work in these blogs.

2. Research Essays--You will demonstrate your understanding of argument and research by writing 2 research essays on assigned topics. The first essay should be 5-7 pages (double-spaced in Times New Roman 12; the second should be 7-10 pages. The first essay should use 3-5 properly

documented resources; the second should use 5-7 properly documented resources. You will receive up to 25 points for each research essay.

### Schedule

<b>Fall 2016</b>			
Walk-In Registration	August 23	Tuesday	
Griffon Edge	August 25-27		
Classes Begin	August 29	Monday	
Labor Day (no classes/campus closed)	September 5	Monday	
Mid-term Grades Due	October 26	Wednesday	
Last day to Withdraw	November 4	Friday	
Registration Begins for Spring	November 7	Monday	
Fall Break (no classes/campus closed)	November 20-27	Sunday-Sunday	
Last Day of classes	December 9	Friday	
Final Exams	December 10-16	Saturday-Friday	
Commencement	December 17	Saturday	
Final Grades Due	December 20	Tuesday	
Campus Closed	December 24-January 1		

- Number of class days - M=13, T=14, W=14, Th=14, F=14, Sa=13; 6 Final Exam days

September 5-11

Orientation. Blog.

September 12-18

Blog # 2.

September 19-25

Blog # 3.

September 26-October 2

Blog # 4.

October 3-9

Blog # 5.

October 10-16 .

Blog # 6.

October 17-23 Research Essay 1 due October 20.

Mid-term grades due October 26 based on blog (up to 25 points) and research essay (up to 25 points).

October 24-30

Blog # 7.

October 31-November 6

Blog # 8.

November 7-13

Blog # 9.

November 14-20

Blog # 10

Fall Break November 20-27

November 28-December 4

Blog # 11.

December 5-11

Blog #12

Research Essay 2 due December 9

**Final Exams December 10-16**

**Final Grades Due December 20**

**Final grades will be posted by May 10.**

**Class Policies**

TECHNOLOGY: The following link (<https://www.missouriwestern.edu/imc/academic-computing-services>) contains information and resources that can aid students with any computer/technical issue that may arise on campus.

MOODLE ENVIRONMENT: The following link will help students troubleshoot issues with their traditional/online classes delivered through Moodle <https://www.missouriwestern.edu/online/currently-enrolled-students/moodle-help-for-students/>. You will find a number of tutorials that will help to orient you to the online learning environment. Make sure you watch the opening video Student

Introduction to Moodle. You should review other tutorials then become familiar with the course weekly layout in Moodle.

Generally, you should expect to complete the same work for online courses that you would complete in a traditional classroom. You should login the first day classes begin during a semester and frequently thereafter. All work should be completed and posted by the due date. Additionally, you should review informational articles and videos, complete suggested reviews, and generally demonstrate you have a good grasp of the course as a whole.

UNIVERSITY STATEMENT ON ATTENDANCE: "Missouri Western State University has the expectation that students should be active participants in their coursework. Regular class attendance is considered a key element of participation and an essential part of the educational experience." (Re. MWSU 2012-2013 Catalogue, 27) Late Work will not be accepted.

Traditional Class: You are expected to come to all classes prepared (having read assigned work and completed any assigned activities or projects) and ready to contribute to class work and discussions. You are allowed three absences (illness, university-sanctioned activities) for this course. At the fourth unexcused absence, you will receive no more than an earned C in the course and may risk failure. There will be no exceptions.

Students representing the university at officially sanctioned activities must inform me before their absence. All absences due to illness must be documented. Documentation must be presented immediately after the student returns to class.

In the event that any class is canceled by the University due to weather, students will be expected to complete class work as stipulated on the syllabus and in Moodle. It will be expected that attendance will be recorded by logging into Moodle on that day.

ONLINE CLASS: You will be expected to login to Moodle regularly. It is extremely important that you login on the day that classes begin at Missouri Western. You will be asked to confirm your attendance during the first week of class and by doing so also confirm that you have read the syllabus and gained an oversight of the Moodle environment and class requirements. You are expected to submit all required work and participate in group work as stated on the syllabus and within the Moodle environment.

UNIVERSITY ACADEMIC HONESTY POLICY: Academic honesty is required in all academic endeavors. Violations of academic honesty include any instance of plagiarism, cheating, seeking credit for another's work, falsifying documents or academic records, or any other fraudulent activity. Violations may result in a failing grade on the assignment, failure for the course, or expulsion from the University (p. 47 Student Handbook):

<https://www.missouriwestern.edu/studentaffairs/wp-content/uploads/sites/292/2014/02/StudentHandbook2016.pdf>

<https://www.missouriwestern.edu/eml/online-course-information/online-course-information-policies/>

Plagiarism is a specific kind of academic dishonesty in which you take another's ideas or words and claim them as your own (P. 48 Handbook). When you draw on someone else's work, you must indicate the source of that material, whether you are repeating another's words, argument or thought. Even if you paraphrase another's work and are not using the exact wording, you are still required to indicate the source of the material. This material must be clearly identified with appropriate citations. If you do not do that, you have plagiarized those materials. Any time you copy and paste any writing that is not your own for an assignment, you must use quotation marks and give the source of that material. If you cut and paste without noting what you have done, you will be guilty of plagiarism. Even if the writing is your own, if it has been used for a previous assignment that should be indicated.

**CIVILITY AND COOPERATION:** Missouri Western requires all students to maintain good conditions for teaching and learning. All students will treat their classmates, teachers, and student assistants with civility and respect, both inside and outside the classroom. Students who violate this policy may, among other penalties, be counted absent and asked to leave either temporarily or permanently based on the seriousness of the violation. You should review your Missouri Western student handbook, specifically sections of Community Expectations and Code of Conduct and Procedures for further information. This handbook is available online at

<https://www.missouriwestern.edu/studentaffairs/student-handbook/>

#### CELL PHONES & RESPECT FOR OTHERS

1. CELL PHONES must be turned OFF before you walk through the door.
2. NO TEXT MESSAGING or checking email in the classroom. NO MP3 PLAYERS or other music. NO HEADPHONES / EARPHONES.
3. LAPTOPS may be used in traditional classes for class requirements only.
4. NO TAPE RECORDING or PHOTOGRAPHY or VIDEO-RECORDING in class.

**CLASSROOM FOOD & DRINK POLICY:** Food and drink (other than water) are to be consumed only in officially designated areas. Designated areas include spaces associated with office suites, dining rooms, and areas with signs indicating that food and drink consumption is allowed.

**STUDENTS WITH DISABILITIES:** If you have been diagnosed with a disability or if you suspect that you may have a disability that has never been diagnosed and would like to find out what services may be available, please visit the Office of Disability Services

(ODS) in Eder Hall, room 203N or visit the ODS website at <http://www.missouriwestern.edu/ds/> as soon as possible. This syllabus, as well as all other printed or electronic materials, can be made available in alternative/accessible formats if requested with sufficient prior notice. Missouri Western is an equal opportunity/affirmative action institution. **OUR COURSE POLICY:** If you have a recognized disability, please make an appointment to see me during the first week of classes so that we can discuss how I might help you to succeed.

**GRADE APPEAL:** Please refer to the Student Handbook, p. 51.