

## LS 941C Effective Essay Writing

**Instructor:** Cheryl Miller

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**Office Location:** DESP, LS Bldg

### Required Course Materials:

Text: College Writing Skills, 6<sup>th</sup> edition by John Langan  
Class Binder; Paperback or Electronic Dictionary

**Course Description:** This course is designed to assist you in improving your skills in written expression. The course will address essay development and organization, and to a lesser degree, sentence structure. Specific emphasis will be given to the types of writing required of college students in English 1A. Course information and instructional materials are also available on Angel (<http://wvmccd.angellearning.com>).

**Grading:** Credit/No Credit. Credit is based on:

1. completion of homework assignments and class participation;
2. completion of assigned essays; and
3. performance on the midterm and final.
4. grammar presentation

Total Possible Points: 650

Homework Assignments=200 pts (10 points each)

Essays=240 pts (60 points each)

Grammar Presentation=10 pts

Midterm=100 pts

Final=100 pts (consists of two parts; one part will be taken during class time, the other during final exam time)

**The final is mandatory; Nonattendance at the final exam constitutes no credit for the semester.**

An average score of 70% or better in the above areas will be required to pass this course with a credit grade.

**Attendance Policy:** Regular attendance, punctuality and class participation are essential to your success in this class. Any absence will affect your grade. Excessive absence (more than 4 absences) and tardiness will be considered grounds for being dropped from the class.

**Homework/Make-Up Policy:** Homework assignments are awarded ten points when completed on time. You are responsible for making up any work missed or material covered during an absence. Please refer to "Textbook Assignments" on Angel for homework assignment due dates. If absent, hand in homework corrected within one week. The homework answer key is located in the classroom. Late homework for any other reason than absence will not be accepted. Tests must be made up on the students' own time. Contact the instructor to arrange a make-up time.

**Student Conduct:** Refer to the West Valley College Student Conduct Code in the Catalog or Student Handbook

**Accommodations for Disabilities:** West Valley College makes reasonable accommodations for persons with documented disabilities. College materials will be available in alternate formats (Braille, audio, electronic format, or large print) upon request. Please contact the Disability and Educational Support Program at (408) 741-2010 (voice) or (408) 741-2658 (TTY) for assistance.

**Written Assignments:**

You will write a total of four (4) essays over the course of the semester. Your first draft is considered a homework assignment worth **ten** homework points. Late first drafts (not due to absence) will not receive homework credit. Rough drafts must be peer reviewed or reviewed by the instructor. If absent for peer review, students must meet with the instructor outside class time to go over their essay to receive credit for rough drafts and revision on final draft. The final draft will be graded and will count towards your essay grade. Late final drafts (not due to absence) will be downgraded **one grade** for each class meeting they are late.

All drafts must be word processed. Computers for student use are located in the DESP High Tech Lab, the WVC Technology Center and the Library.

**Small Writing Groups:**

Your first essay will be assigned during the third week of the semester. It will be assigned on a Thursday at which time we will meet in the DESP computer lab to prewrite using outlining software and Microsoft Word. The first draft will be due the following Tuesday; the class will break into small writing groups facilitated by the instructors or an assistant. The purpose of the small writing groups is to read each essay and *positively* critique its unity, support, coherence and sentence structure. Students will receive concrete suggestions for improving their papers, and will also develop skill in editing as the semester progresses.

**Grammar Presentation:**

Each student will be assigned an area of grammar from the textbook and will prepare a presentation that provides the class practice in this area. This assignment is worth **ten** points

**Extra Credit:**

Periodically there will be quizzes or optional assignments which will receive extra credit points. Extra credit points are “banked” and added to the point total at the end of the semester

**Recommendation for English 1A:** Determined in most cases by grade at midterm. Students need to have a 70% or better for recommendation. Recommendations are subject to change at the end of the semester depending on successful completion of course; however, the opportunity to enroll in a supported English 1A class will likely have passed.