English 1101 Sample Syllabus 3
Freshman Learning Community #21: International Business in Practice
(sector and year)
(Day and time)
(location)

Instructor: 
Office: 
Office Hours: 
Email: 
Department Phone: 404-651-2900
Course Web Address: 

Required Texts

Course Description
The primary purpose of this course is for students to learn how to write at the college level. Throughout the semester we will be discussing, among other things, argumentation, audience, grammar, and organization as they relate to the writing process.

The secondary purpose for this class is to address writing situations as they relate to the theme of this Freshman Learning Community. We will be closely integrated with what takes place in your GSU 1010 class, as we will address such topics as globalization and the multifaceted nationwide integration of economic forces as they relate to globalization.

We will read essays and attempt to pick them apart in the context of these elements of writing, and we will also do some in-class writing exercises. Keep in mind that a passing grade for this class is a “C.”

Course Objectives
- By the end of this course, students will be able to:
  - understand and engage in writing as a process, including various invention heuristics (brainstorming, for example), gathering evidence, considering audience, drafting, revising, editing, and proofreading
  - engage in the collaborative, social aspects of writing, and use writing as a tool for learning
  - use language to explore and analyze contemporary multicultural, global, and international questions
  - understand how to use writing aids, such as handbooks, dictionaries, online aids, and tutors
  - gather, summarize, synthesize, and explain information from various sources
  - use grammatical, stylistic, and mechanical formats and conventions appropriate for a variety of audiences
  - critique their own and others’ work in written and oral formats
  - produce coherent, organized, readable prose for a variety of rhetorical situations
  - reflect on what contributed to their writing process and evaluate their own work

Policies
*Attendance:* Regular attendance is required and arriving late or leaving early counts as an absence. You are allowed four free absences throughout the course of the semester. If you foresee a circumstance that may make you miss more than you allowed absences you must see me before it takes place. Keep in mind that attendance is part of
the final grade for the class.

Late Work: Late work will be penalized one letter grade.

Peer Edit Workshops: On days set aside for peer edit workshops, you must bring three copies of your essay to class. This will count toward your attendance and participation grade.

Essay Formatting: All out-of-class assignments must be typed with one-inch margins and in 12 point Times New Roman font.

Plagiarism: All work must be the student’s own; plagiarism will be treated in accordance with the University’s policy on Academic Dishonesty.

Email Policy: I try to respond to my email as quickly as possible but there are times when a message might sit for a day or two. Please note: I do not accept assignments by email.

Course Website: Please visit the course website often. Updates on assignments will be posted there, as will in class exercises.

Course Assignments

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Attendance and Participation</td>
<td>10%</td>
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<tr>
<td>Reading and Writing Journal</td>
<td>20%</td>
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<tr>
<td>In this journal you will keep your in-class writing exercises and comments about reading assignments. You will need to respond to one reading per week in a one-page response.</td>
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<tr>
<td>Four Essays (3-5 pages each)</td>
<td>40%</td>
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<tr>
<td>Portfolio</td>
<td>30%</td>
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<tr>
<td>You will select two of the four essays and revise them to turn in again at the end of the semester.</td>
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Accommodations for Students with Special Needs

Students who need accommodations are asked to arrange a meeting during office hours or at another mutually convenient time during the first week of classes, or as soon as possible if accommodations are needed immediately. Bring a copy of your Student Accommodations Form to the meeting. If you do not have an Accommodations Form but need accommodations, make an appointment with the Office of Disability Services (Suite 230, New Student Center, Extension 3-9044) to make arrangements.

Schedule

<table>
<thead>
<tr>
<th>Week 1</th>
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<tbody>
<tr>
<td>Tuesday August 26</td>
<td>Introduction, Syllabus, Academic Honesty</td>
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<tr>
<td>Thursday August 28</td>
<td>Diagnostic Essay</td>
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<tr>
<th>Week 2</th>
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<tbody>
<tr>
<td>Tuesday September 2</td>
<td>Discuss Diagnostic Essay issues</td>
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<tr>
<td>Assign Essay 1</td>
<td></td>
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<tr>
<td>Introduction to MFW: pp. 1-21</td>
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<tr>
<td>Thursday September 4</td>
<td>Usage and grammar review</td>
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<tr>
<td>Introduction to MFW: pp. 21-50</td>
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Week 3
Tuesday September 9  20 Most Common Student Mistakes Drills
Thursday September 11 In-class group work: Political debate topic

MFW Chapter 7: pp. 497-510; 518-523; 563-578

Week 4
Tuesday September 16 Drafts due to exchange papers for peer review
  Free writing in-class writing exercise
Thursday September 18 Peer workshop of essays

Week 5
Tuesday September 23  ESSAY 1 DUE
  Assign Essay 2

MFW Chapter 6: pp. 443-450; 461-467; 467-472; 488-495
Thursday September 25 MFW Chapter 10: pp. 671-680; 694-696; 719-721
  In-class paraphrase and summary exercise

Week 6
Tuesday September 30 Return Essay 1; workshop errors from Essay 1

MFW Chapter 3: pp. 202-207; 212-218; 230-237; 257-274
Thursday October 2  MFW Chapter 4: pp. 275-283; 313-321; 330-341

Week 7
Tuesday October 7  Essay 2 Drafts due to exchange papers for peer review.
Thursday October 9  TBA – Library Introduction

Week 8
Tuesday October 14  ESSAY 2 DUE
  Assign Essay 3

MFW Chapter 2: pp. 97-105; 115-122; 151-167
Thursday October 16  Return Essay 2; workshop errors from Essay 2

Friday October 17  SEMESTER MIDPOINT – LAST DAY TO WITHDRAW
  AND RECEIVE “W”

Week 9
Tuesday October 21  MFW Chapter 10: pp. 671-680; 715-719; 719-722
Thursday October 23  Introduce Regents Test topics, issues

Week 10
Tuesday October 28  Essay 3 Drafts due to exchange for peer review
  In-class Regents test essay
Thursday October 30  Return Regents Test; workshop errors from test
  Peer workshop Essay 3

Week 11
Sat. Nov. 1 – Tue. Nov. 4  Regents Test Dates
Tuesday November 4  **ESSAY 3 DUE**
Assign Essay 4

*MW* Chapter 5: pp. 341-350; 355-373; 413-428
Thursday November 6  TBA

**Week 12**
Tuesday November 11  Conferences; Return Essay 3
Thursday November 13  Conferences; Return Essay 3

**Week 13**
Tuesday November 18  Essay 4 Drafts due to exchange for peer review
  **Reading Journals Due**
Thursday November 20  Peer workshop Essay 4

**Week 14**
Tuesday November 25  **Thanksgiving Holiday**
Thursday November 27  **Thanksgiving Holiday**

**Week 15**
Tuesday December 2  **ESSAY 4 DUE**; Return Reading Journals
Thursday December 4  Peer workshop essays for revision

**Week 16**
Tuesday December 9  Return Essay 4
  Peer workshop errors from Essay 4
  Peer workshop essays for revision.
Thursday December 11  **Last day of class; Revised Essays Due**