
ENGLISH 134

Fall 2005

Section 01: M 22-21, T 22-311, W 22-312, R22-313 in 11:10am–12:00pm

Section 29: TWRf 12:10–1:00pm; 22-210

“ You have to read, read, read. There is no way to write unless you read, and read a lot.”

—Walter Ong

Writing: Exposition GE A1

Writing and stylistic analysis of expository papers. Study and application of techniques of exposition. Critical reading of models of effective writing. 4 lectures. Prerequisite: Satisfactory score on the English Placement Test. For further information on GE educational objectives and criteria, go to www.ge.calpoly.edu

Instructor

Mary Forte

Office Hours in 47-22C

TR 9:00–11:00, F 11:10–12:00
or by appointment

E-Mail

mforte@calpoly.edu
(M–F, before 5am)

Web Site

cla.calpoly.edu/~mforte

Blackboard

<http://my.calpoly.edu>

Phone

756-0117

Required Texts

Cannery Row, John Steinbeck, Penguin
1992 edition or other

California Dreams and Realities, Sonia
Maasik and Jack Solomon, 2005, 3rd
edition, Bedford/St. Martin's

A Writer's Reference, Diana Hacker,
1999, 5th edition

GOALS

In this class you will learn to write college-level expository essays. You will practice generating material, creating suitable theses, and supporting your assertions convincingly. You will also practice recognizing strengths and correcting weaknesses in drafts so that you will become proficient at revising.

ASSIGNMENT FORMAT

Turn in only neat, carefully proofed work. Make sure you have followed all the writing standards covered in class. Assignments done outside of class will use

- a word processor
- spell check
- 12 to 14 point Times or Times New Roman font
- a staple in the top left corner
- double spacing

Always include

- your name, the essay number, and the draft number (ex: Smith, Essay 1, Draft 3)
- a title for your essay
- all previous drafts with my comments
- thesis statement with my comments stapled to the back

IMPORTANT: You must turn in all assignments to pass the class.

ATTENDANCE AND PARTICIPATION

We will do many in-class assignments and quizzes. We will also read class essays in small workshops. Most in-class work cannot be made up. However, if you have a COMPELLING excuse, I will allow you to make up one missed workshop day and one quiz on

the scheduled makeup day only.

NOTES

Take notes in class and copy the information from the overheads. Quiz questions may come from the notes and the text will not suffice.

WEB SITE & WEEKLY PRINTOUTS

My web site includes handouts and some overheads for this class. Check the class schedule to see which topics we will be covering, and print them out before you come to class each week. Some students print out the relevant overheads as well.

Grade Breakdown

I calculate grades based on the percentage of points possible:

A=100-93%

A-=92-90%

B+=89-87%

B=86-83%

B-=82-80%

C+=79-77%

C=76-73%

C-=72-70%

D+=69-67%

D=66-63%

D-=62-60%

E-MAIL

E-mail does not substitute for coming to see me in my office. However, you may have better luck contacting me through e-mail than by telephoning my office. Make sure to factor in at least two working days for a response. Also remember that some e-mails evaporate in cyberspace, so always give me important papers in person. **DON'T SEND ATTACHMENTS.** Most documents for this class will fit into the body of an e-mail message. Follow up any assignment you e-mail to me with a **PAPER COPY** at the next class meeting—I will not grade it until you do.

LATE WORK

Late work loses ten points per school day. For credit-only assignments (CR), I deduct late points from the overall grade. A note of explanation must accompany any late assignment.

OFFICE VISITS

If you want me to look over an assignment before the due date, you must bring it to me during my office hours. I cannot process it through e-mail.

WRITING LAB

For extra assistance with your papers, you can visit the University Writing Lab in Erhart Agriculture Building (10), Room 138. Tutors there will help with global revisions, but they will not proofread. For more information and hours go to

<http://www.calpoly.edu/~wrtskils/writlab>

PLAGIARISM

Whenever you use someone else's words or ideas, you **MUST** name your sources. Failure to do so constitutes plagiarism. For information about university policy on plagiarism, go to <http://www.cla.calpoly.edu/~smarx/courses/Plagiar.html>.

BLACKBOARD

I post grades on Blackboard. To access them you will need

- an activated Cal Poly email account (call 756-7000 if you need help)
- your user ID (first part of your Cal Poly email address)
- your UNIX password

Then go to **my.calpoly.edu**

and follow the Blackboard links there.