



Department of English, Foreign Languages and Journalism  
MWSU, Division of Liberal Arts & Sciences  
Spring 2011

ENG 112-01: MWF Murphy 220 9:00-9:50

ENG 112-02: MWF Murphy 219 11:00-11:50

**Professor:** Dr. Jeanie C. Crain

**Office:** 212-E Eder

**Office Hours:** 10:00-11:50 MWF; 12:00-1:00 MW

**Email** (my preferred method of communication): [crain@missouriwestern.edu](mailto:crain@missouriwestern.edu)

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**Objectives and competencies:** The course objectives are outlined on the EFLJ Department web page, <http://www.missouriwestern.edu/eflj/eng112.asp>. Please become familiar with these objectives. They include:

- Choose and learn about a topic
- Read critically, evaluate, and take notes
- Develop a research question and thesis statement
- Collect and manage information
- Develop, write, revise, and design an effective document
- Document sources of information

The Institutional Competencies for English 112 are found at

<http://www.missouriwestern.edu/eflj/eng112.asp#Institutional>.

**Required Text and Materials:**

- Mike Palmquist, *The Bedford Researcher*, 3<sup>rd</sup> Edition
- Flash drive. You will use this to keep electronic copy of all research activities.
- Research Notebook (Hard Copy of Work). Use a small loose-leaf binder (1/2 inch). You will need colored dividers between weekly assigned work in the Notebook. You are encouraged to bring your personal computer to the classroom; this will facilitate your work during the class hour. If you do not have a personal laptop, you will compensate by pen and paper. Expect that every class will be spent in writing activities. Activities completed in handwriting must be replaced in the notebook by a word-processed document. Having saved these on your jump drive will enable you to pull up the documents and begin word processing. You should plan to complete much of the required work prior to coming to class and then use the class to continue this work.

**Resources:**

- Bedford Researcher  
<http://bcs.bedfordstmartins.com/bedfordresearcher3e/pages/bcs-main.asp?v=chapter&s=99000&n=00070&i=99070.01&o=|00070|&ns=0>
- Bedford Bibliographer  
<http://bcs.bedfordstmartins.com/bbibliographer/default.asp?uid=0&rau=0>

Using the *Bedford Bibliographer*, students create virtual source cards on which they can record bibliographic information, write annotations, evaluate sources, and even save text from electronic sources such as news articles that might be changed or removed.

- Exercise Central <http://bcs.bedfordstmartins.com/exercisecentral/>

**About the course:** English 112: Honors composition classes will be addressing the Objectives and Means for ENG 104 and for ENG 108 in this accelerated course. Upon successful completion of ENG 112, students fulfill the college's General Studies composition requirement.

Students enrolling in an Honors composition course should expect demanding and challenging work. Many factors affect success in the course: you will be expected to get started on your work promptly, to explore and narrow a research topic, to develop a research question and proposal, to read widely to gain knowledge, and to develop original and clearly presented research appropriately documented. The draft, revision, and final research project will be expected to conform to the following criteria:

- Develop one distinct idea or thesis
- Have a coherent general structure
- Evidence clear internal structure and a use of specific details
- Integrate sources appropriately
- Cite sources appropriately (notes and bibliography)
- Demonstrate effective, grammatically correct sentence
- Be relatively free of blatant errors in idiom, diction, spelling, and punctuation.

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**Calendar:**

Campus re-opens	January 3	Monday
Spring Registration/Orientation Program	January 11	Tuesday
Walk-In Registration	January 13	Thursday

Wintersession Ends	January 14	Friday
Martin Luther King Day Holiday	January 17	Monday
Classes Begin	January 18	Tuesday
President's Day Holiday	February 21	Monday
Spring Break (no classes)	March 13-20	
Mid-Term Grades Due	March 23	Wednesday
Last Day to Withdraw	April 1	Friday
Registration Begins for Summer/Fall	April 4	Monday
Last Day of Classes	May 2	Monday
Study Day	May 3	Tuesday
Final Exams	May 4-10	
Final Grades Due	May 12	Thursday
Commencement	May 14	Saturday

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## Relevant Policies

**Disabilities:** Please let me know during the first week of class about any physical handicap or learning disability which will required special help or accommodation in order for you to do your best work.

**Academic Honesty:** 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 of academic honesty may result in a failing grade on the assignment, failure in the course, or expulsion from the University. When a student's grade has been affected, violations of academic honesty will be reported to the Provost or designated representative on the Academic Honesty Violation Report forms.

Please see the Student Handbook and Calendar for specific activities identified as violations of this policy and the student due process procedure. This handbook is also available online at <<http://www.missouriwestern.edu/handbook/index.pdf>>.

Papers that have been plagiarized will receive no credit, and the student who submits such a paper will have to meet with me before any other work will be accepted. Your book defines plagiarism as "a form of intellectual dishonesty. It involves either unintentionally using someone else's work without properly acknowledging where the ideas or information came from... or intentionally passing off someone else's work as your own."

**Attendance Policy:** In order to improve student learning and retention, as well as to achieve compliance with federal Financial Aid policies, Western has implemented a mandatory attendance policy for students in all 100- and 200-level courses. Instructors are required to monitor and track student attendance. A student will be given an excused absence when acting as an official representative of the university, provided the student gives prior written verification from the

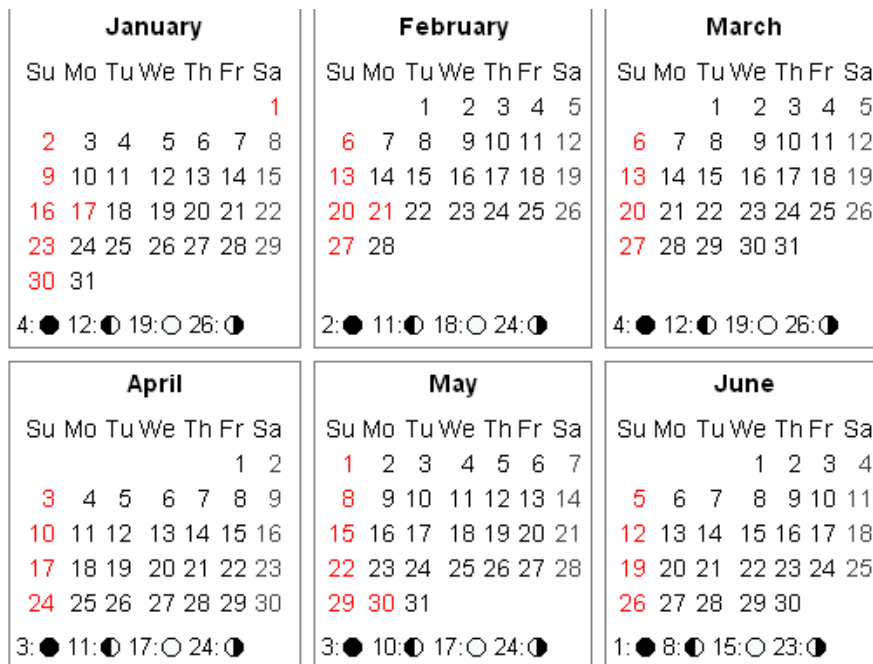
faculty/staff supervisor of the event. Any additional excused absences are at the complete discretion of the instructor.

When a student exceeds the maximum number of unexcused absences (see chart below), instructors will complete the Student Absence Reporting Form and submit it to the Registrar's Office, who will administratively withdraw the student from the course and notify the Financial Aid Office to reduce financial aid as appropriate. After the final day to submit the Student Absence Reporting Form (see submission deadlines below), faculty will assign grades according to their grading policies with regard to absences and record an FA when a student fails due to absences.

**Maximum allowable unexcused absences by term:**

**Fall/Spring Semester:**    Class Meetings/Week    Max unexcused absences

1	1
2	3
3	5
4	7
5	9



**Assignments**

You must complete all assignments in an orderly and timely fashion. **Late work will not be accepted.** The final research paper will be 8 pages minimum-10 pages maximum (excluding bibliography), double-spaced, 12 point Times New Roman font. Review sample research essay (pages 317-321)

<b>Assignment</b>	<b>Possible Points</b>	<b>Due</b>
(1) Complete Create a Research Plan (106) including topic, research question, thesis.	5	February 11
(2) Complete Research Proposal (46) to include Project Timeline and Working Bibliography (170)	5	February 18
(3) Annotated Bibliography (172-176)	5	February 25
(4) Record Note Connections Among Sources (started Feb. 14-18) and Record Searches	5	March 4
(5) Outline	5	March 4
(6) Research Notebook	10	March 7 (Checked in Class)
(7) Draft Research Essay	15 (317-321)	Draft Research Essay Due (A-L, March 28; M-Z, April 1)
(8) Revised Research Essay	25 (317-321)	Revision of Research Essay Due (M-Z, April 4; A-L, April 8)
(9) Final Research Essay	25 (317-321)	Final Research Essay Due (A-L, April 25; M-Z, April 29)
	100 Total Points Possible	

<i>Letter</i>	<i>Percentage</i>	<i>Grade</i>	<i>Rating</i>
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<b>Grade</b>		<b>points/credit</b>	
<b>A</b>	90% & above	4.00	Excellent
<b>B</b>	80% – 89%	3.00	Good
<b>C</b>	70% –79%	2.00	Average
<b>D</b>	60% – 69	1.00	Below Average
<b>F</b>	59% and below	0.00	Failure
<b>I</b>	An incomplete grade may be given when accident, illness, death in the immediate family, or other documented circumstances beyond your control prevent you from completing some course requirements. An incomplete grade will be considered only when you have satisfied the majority of course requirements. An incomplete grade must be removed within six weeks after the first day of the next term (fall, spring, summer) of the semester in which it was received; otherwise, the grade will be recorded as "F."		

Week One     January 19, 21

Print syllabus and place in Research Notebook. Download, save to your jump drive, then print the Research Activities below and assemble into your Research Notebook. Use the outline below to create your Research Notebook. These materials should be printed and assembled into a notebook prior to returning to class. Please note that Research Notebooks will always be brought to class with students.

- <http://bcs.bedfordstmartins.com/bedfordresearcher3e/pages/bcs-main.asp?v=chapter&s=99000&n=00070&i=99070.01&o=|00070|&ns=0>

#### Joining the Conversation

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**Create a Project Timeline p.7**  
[Rich-Text Format](#) | [Word Format](#) | [Acrobat PDF \(Print-Friendly\)](#) Jan. 24-28
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**Analyze Your Research Writing Assignment p.9**  
[Rich-Text Format](#) | [Word Format](#) | [Acrobat PDF \(Print-Friendly\)](#) Jan. 24-28
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**Generate Ideas for a Topic: Brainstorming Pages 13-18**  
[Rich-Text Format](#) | [Word Format](#) | [Acrobat PDF \(Print-Friendly\)](#)
- 
**Generate Ideas for a Topic: Freewriting**  
[Rich-Text Format](#) | [Word Format](#) | [Acrobat PDF \(Print-Friendly\)](#)
- 
**Generate Ideas for a Topic: Looping**  
[Rich-Text Format](#) | [Word Format](#) | [Acrobat PDF \(Print-Friendly\)](#)
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**Generate Ideas for a Topic: Clustering**  
[Rich-Text Format](#) | [Word Format](#) | [Acrobat PDF \(Print-Friendly\)](#) Jan. 24-28

■ **Create a Plan to Explore Your Topic p.20**  
[Rich-Text Format](#) | [Word Format](#) | [Acrobat PDF \(Print-Friendly\)](#) Jan. 31-Feb. 4 **Due Feb. 11**

■ **Explore Your Topic p. 29**  
[Rich-Text Format](#) | [Word Format](#) | [Acrobat PDF \(Print-Friendly\)](#) Jan. 31-Feb. 4

■ **Narrow Your Topic to an Issue p.34**  
[Rich-Text Format](#) | [Word Format](#) | [Acrobat PDF \(Print-Friendly\)](#)

■ **Select Roles Consistent with Your Purpose p.36**  
[Rich-Text Format](#) | [Word Format](#) | [Acrobat PDF \(Print-Friendly\)](#)

■ **Develop and Refine My Research Question p.39**  
[Rich-Text Format](#) | [Word Format](#) | [Acrobat PDF \(Print-Friendly\)](#)

■ **Create a Research Proposal p.46**  
[Rich-Text Format](#) | [Word Format](#) | [Acrobat PDF \(Print-Friendly\)](#) Feb. 14-18 **Due Feb. 18**

## Working with Sources

■ **Draft a Preliminary Thesis Statement pages 51-52**  
[Rich-Text Format](#) | [Word Format](#) | [Acrobat PDF \(Print-Friendly\)](#) Jan. 31-Feb. 4

■ **Note Connections among Sources p. 62**  
[Rich-Text Format](#) | [Word Format](#) | [Acrobat PDF \(Print-Friendly\)](#) Feb. 7-11

**Use Questions to Guide Critical Reading p.64**  
[Rich-Text Format](#) | [Word Format](#) | [Acrobat PDF \(Print-Friendly\)](#) Feb. 7-11

■ **Conduct a Knowledge Inventory p.96**  
[Rich-Text Format](#) | [Word Format](#) | [Acrobat PDF \(Print-Friendly\)](#) Feb. 7-11

## Collecting Information

■ **Create a Research Plan p. 106 p. 106**  
[Rich-Text Format](#) | [Word Format](#) | [Acrobat PDF \(Print-Friendly\)](#) Feb. 7-11

■ **Prepare to Search Online Library Catalogs p. 106**  
[Rich-Text Format](#) | [Word Format](#) | [Acrobat PDF \(Print-Friendly\)](#)

■ **Use Your Research Question to Generate Search Terms p. 64**  
[Rich-Text Format](#) | [Word Format](#) | [Acrobat PDF \(Print-Friendly\)](#)

- Record Searches p. 26  
[Rich-Text Format](#) | [Word Format](#) | [Acrobat PDF \(Print-Friendly\)](#) Feb. 21-25 Annotated bibliography due Feb. 8

## Writing Your Document

- Develop and Refine Your Thesis Statement p. 184  
[Rich-Text Format](#) | [Word Format](#) | [Acrobat PDF \(Print-Friendly\)](#) Feb. 21-25
- Develop Reasons for Your Points p.186  
[Rich-Text Format](#) | [Word Format](#) | [Acrobat PDF \(Print-Friendly\)](#)
- Select Evidence to Support Your Thesis Statement p. 188  
[Rich-Text Format](#) | [Word Format](#) | [Acrobat PDF \(Print-Friendly\)](#)
- Arrange an Argument by Clusteringp. 191  
[Rich-Text Format](#) | [Word Format](#) | [Acrobat PDF \(Print-Friendly\)](#)
- Create and Review Your Outline pages 196-201  
[Rich-Text Format](#) | [Word Format](#) | [Acrobat PDF \(Print-Friendly\)](#)

Week Two January 24, 26, 28

Resource Chapters 1-3. A note about use of text: your text is a guide for conducting research. You will want to skim pages so that you have a good grasp of the materials presented. You will then use the text to complete the activities in your Research Notebook. The text must be in class with students at all times.

Begin creation of **Project Timeline** (page 7) using syllabus. Resource Chapter Three.

<http://www.dissertationsuccess.com/resquest/resquest.htm>

**Select Research Question** [http://www.rbc.edu/library/Research/research-topics\\_woodman.htm](http://www.rbc.edu/library/Research/research-topics_woodman.htm)

<http://valencia.cc.fl.us/lrcwest/kaysmith.html> You should begin searching now for sources to use with your required research paper. **Bibliography will consist of seven to ten print, electronic, or field sources.** Please plan to photocopy or print significant passages from these sources, and include them in the back of your Research Notebook (chapter six, 168-169). Note taking should be a combination of annotated pages and your own summaries, paraphrases, and list of ideas. When taking materials directly from sources, include quotation marks around cited materials. Resource Chapters 6 and 7 on taking notes and avoiding plagiarism.

**Complete Analyze Writing Assignment** (page 9). **Complete in class My Research Project** (15) using brainstorming, freewriting, looping, or clustering activity).

Week Three January 31, February 2, 4

Resource Chapters 4, 5, 6, and 7 and 13. **Complete Create a Plan to Explore Topic** (21), **Explore Your Topic** (29), **Narrow Your Topic to an Issue** (34). **Complete Draft a Preliminary Thesis Statement** (52). Review "How To Guide for Thesis Statements (Bedford Researcher). Develop and



Refine Research Question (39-46). Return to **Project** Timeline. Fill in what you have completed. **Complete Knowledge Inventory** (96). **Develop and Refine Your Research Question** (39).

Week Four February 7, 9, 11

Resource Chapters 8-12. **Complete Use Questions to Guide Critical Reading** (64). **Use Your Research Question to Generate Search Terms** (116) and **Prepare to Search Online Library Catalogs**.

(1)Complete Create a Research Plan (106).

Week Five February 14, 16, 18

**Note Connections among Sources** (62). Complete full bibliographic information in Note Connections. Review How To Create a Works Cited or Reference List Guide (MLA). (2)Create a **Research Proposal** (46) that includes your **Project Timeline and Working Bibliography** (170).

Week Six

February 21(President's Day), 23, 25

Resource Chapters 13, 14. Library Research. **Complete Record Searches**. Begin drafting research essay. **Complete Develop and Refine Your Thesis Statement** (184), **Develop Reasons for Your Points (188)**, **Select Evidence to Support Your Thesis** (189), **Arrange Argument by Clustering** (191), Create and Review Outline (200). (3) **Create Annotated Bibliography** (172-176).

Week Seven

February 28, March 2, 4

(4)Complete **Note Collections** (Feb. 14-18) and **Record Searches**. Create and (5) **Review Outline** (200).

Week Eight

March 7, 9, 11

Resource Chapters 19, 20. (6)**Review Research Notebooks**. All assignments to date should be completed and in order. These will be checked in class for completeness.

Spring Break

March 13-20

Week Nine

March 21, 23 MT Grades Due, 25 Resource Chapter 14,15.

Week Ten

March 28, 30, April 1 (7)**Draft Research Essay Due** (A-L, March 28; M-Z, April 1)

Resource Chapters 17, 18.

Week Eleven

April 4, 6, 8

Week Twelve

April 11, 13, 15 (8) Revision of Research Essay Due (M-Z, April 11; A-L, April 15)

Week Thirteen

April 18, 20, 22 Review Chapters 19,20.

Week Fourteen

April 25, 27, 29 (9) Final Research Essay Due (A-L, April 25; M-Z, April 29)

Week Fifteen

May 2

Finals

May 4-10