

English K094: Reading, Discussing, and Writing
Four Credits
Three Rivers Community College (Thames Campus)
Tuesday and Thursdays 4:30 – 6:10
Spring, 2009

Instructor: John S. Kania, Ed.D.
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Course Description:

This is a fundamental course in understanding the ideas of others as well as expressing one's own. This course provides instruction in reading, discussion, and writing skills, which develop thinking and ideas. Through participating in the three processes, students will come to understand how one supports the other, and how clear and directed thinking depends upon them. This course is preparation for ENG 100 and ENG 101 and other college credit courses that require critical thinking and the communication of ideas.

***This course does not count towards the credit requirement for graduation.**

Learning Outcomes:

Upon successful completion of this course, students should be able to:

Read and think critically:

- **Understand the connection between the reading and writing processes.**
- **Recognize different genres of non-fiction such as editorials, journal articles, and essays.**
- **Comprehend and summarize college-level reading material to develop their own ideas.**
- **Review and apply reading and writing strategies successfully.**

Write critically and analytically:

- **Demonstrate an understanding of the various types of academic writing (essay, research paper, argument, critique, etc.).**
- **Demonstrate an understanding of the organizational skills needed for academic writing such as pre-writing, outlining, paragraph development, writing various drafts, revising, and editing.**
- **Develop an awareness of the role and purpose of the author.**
- **Write responses in both paragraph and short essay format based on ideas from assigned academic readings and in-class discussions.**
- **Develop proficiency in writing complete sentences and coherent paragraphs.**
- **Learn to proofread for common spelling, grammatical and sentence-level errors.**

Applying academic skills:

- Learn the basic research skills, understand their importance, and utilize them in academic writing.
- Use research and writing tools such as dictionaries, thesaurus, and word processing programs.
- Develop and use academic reading and speaking vocabularies.
- Use clarity in word choice, word order, sentence structure and learn effective editing strategies.
- Produce documents according to MLA and APA formats.
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Required Readings:

Alexander, R. and Lombardi, J. (2007). A Community of Readings: A Thematic Approach to Reading (4th ed.). Boston: Pearson Education, Inc.

Faigley, L. (2009). The Brief Penguin Handbook. Boston: Pearson Education, Inc.

In addition, articles, excerpts, and chapters will be distributed before and during the course. They will become part of class discussions and assignments.

Course Requirements:

Note: If you are unable to meet the requirements at any time during the semester, please see the instructor to discuss possible options.

Attendance: Because of the set-up of this course, it is expected and required that you are present for every class. After THREE missed classes (without an acceptable excuse), you will be referred to student support. Class participation and discussion are an important part of your ability to understand the key ideas presented in the course. Your absence will have a negative impact on your grade and you must make arrangements with the instructor to make up the time missed.

Tardiness: Coming late to class is disrespectful to your fellow classmates and the instructor and you will miss key instruction at the beginning of class. Your tardiness will have a negative impact on your grade.

Participation: As part of a community of learners, your opinion is very important. We learn from each other and participation in the class helps you understand what is being discussed and provides the instructor with insight into you as a learner. Participation will be graded (see under grades).

Academic Integrity: Academic integrity is essential to a useful education. Failure to act with academic integrity severely limits a person's ability to succeed in the classroom and beyond. Furthermore, academic integrity erodes the legitimacy of every degree awarded by the college. In this class and in the course of your

academic career, present only your own best work and clearly document the sources of the material you use from others and act at all times with honor.

One thing you must guard against is *plagiarism* which is the unacknowledged use of another person's words or ideas in your writing. You will be shown how to acknowledge another person's thoughts or ideas and failure to do so have serious consequences which may include failure the assignment or failing the course.

Students with special learning needs: Students who need accommodations should make an appointment with the Counseling and Advising Center and inform the instructor. All information regarding student needs is confidential.

College Withdrawal Policy: A student who cannot continue in the class and must withdraw once class has met must provide notice to the Registrar. Withdrawal forms are available at the Registrar's office on both campuses and an instructor's signature is required after the deadline has passed. You will receive a "W" if you withdraw correctly but if you simply stop attending classes, you run the risk of failing the class.

Weather Cancellations: Call the main college number (860) 886- 0177 or online at www.trcc.commnet.edu for weather information or listen for information on TV stations 3 and 8 or radio stations WCTY, Q105, WICH, and WNLC.

Computer Use at TRCC: Please refer to the computer resources policy found in the academic catalog on the Three Rivers Community College website for additional information on access and proper use of computers on campus.

Readings: Because this course looks at reading and writing, there will be assigned readings from the text and from articles, excerpts or chapters that you will need to read and understand. Without reading them, you will not be able to actively participate in class discussions or reviews.

Assistance: There are a number of ways that you can get help in this course and some are:

1. **From the instructor:** If at any time you don't understand what needs to be done for this course, please don't hesitate to ask me in class, e-mail me, or call me at home. Telling me of your concerns helps to clear up problems and anxieties later on.
2. **The Writing Center:** The Writing Center is available for any student who needs writing assistance. You can e-mail writing drafts for advice or contact them at (860) 892-5773 or TRWritingCenter@trcc.commnet.edu . In addition, the Tutoring and Academic Success Center can also help by contacting them at (860) 892-5713.
3. **Course on Blackboard Vista:** This course will be placed on Blackboard and further details will be provided when it becomes available.

4. **From peers:** As a community of learners, you can use each other's expertise and abilities to assist each other.

Assignments: Assignments must be handed in when they are due. Larger assignments such as essays can be e-mailed to the instructor as a Word attachment. Any lengthy written assignment can be reviewed by the instructor before it is handed in.

Grading: The final grade will be a letter grade A, B, C, D or F. Students must get a C and pass a final exam/assignment to pass this course.

Grading is based on the following:

Class participation: This means:

Attending all classes, active participation in discussions, coming to class prepared, in class writing, and doing assignments on time. **10 points**

Quizzes and Reading responses: (two lowest grades dropped) **40 points**

Mastery tests: (lowest grade on mastery test will be dropped) **25 points**

Final exam or assignment: **25 points**

"The main thing I try to do is write as clearly as I can. Because I have the greatest respect for the reader, and if he's going to the trouble of reading what I've written- I'm a slow reader myself and I guess most people are- why, the least I can do is make it as easy as possible for him to find out what I'm trying to say, trying to get at. I rewrite a good deal to make it clear."

E.B. White

"Omit needless word, omit needless words, omit needless words."

W. Strunk, Jr.