

BOYCE COLLEGE—Spring 2009  
EN102—English Composition II—Section A  
8:00-8:50 a.m., Tues./Wed./Thurs., Carver 123

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**Course description:** a continued study of English grammar and syntax with emphasis on improving oral and written expression

**Course goals:**

1. to review the principles of argumentation and fallacies in logic
2. to further each student's writing ability by reviewing writing style and mechanics
3. to teach students how to write a book review
4. to introduce students to the research process
5. to teach students SBTS/Boyce format for research papers

**Course requirements:** Students will do the following:

1. attend class regularly
2. participate actively in class discussions and writing sessions
3. prepare and present homework on schedule
4. take quizzes announced in advance
5. complete a book review project
6. complete a research paper project
7. take a final examination

**Texts:** *Student's Book of College English* by David Skwire and Harvey S. Wiener, 11<sup>th</sup> ed.; *The Southern Seminary Manual of Style*, 3<sup>rd</sup> ed.; *A Manual for Writers* by Kate L. Turabian, 7<sup>th</sup> ed.; a standard collegiate dictionary or a paperback based on a standard collegiate dictionary (American Heritage, Merriam-Webster, and Random House are some names associated with quality dictionaries). NOTE: The on-line version of the seminary manual is not acceptable for this class.

**Bases for grading:** The term grade will be based on the following:

1. Homework and quizzes will count 30 percent.
2. Class participation will count for 5 percent.
3. The rough draft of the book review will count for 5 percent.
4. The finished copy of the book review will count for 20 percent.
5. The rough draft of the research paper will count for 5 percent.
6. The finished copy of the research paper will count for 30 percent.
7. A final exam will count for 5 percent of the grade.

NOTE: Work must be submitted on time; late work will not automatically be accepted. If I deem acceptable the student's reason for submitting work late, the late work will be penalized 5 percent per day. It is the student's responsibility to discuss with the instructor make-up work or other late work.

## Boyce College Attendance Policy

Class attendance is required for Boyce College students. Attendance will be checked at each class session. A student who misses more than 25 percent of class meetings will forfeit credit for the class and receive a failing grade. Students are also expected to be in class on time. If a student is late to class three times, it will count the same as an absence.

If a student has a legitimate reason for missing class for an extended period of time (such as an illness or accident), it is the student's responsibility to notify the professor so that missed tests and assignments may be made up.

## Boyce College Classroom Policies

1. Male students are not to wear hats or facial jewelry in class. Jewelry for facial piercing may be worn only in the ears of women.
2. No food or drinks are allowed in class, except water.
3. Guidelines for papers submitted in this course are found in the *Southern Seminary Manual of Style* available in the LifeWay Christian Bookstore located in the Honeycutt Center.

In order to ensure full class participation, any student with a disabling condition requiring special accommodations (e.g., tape recorders, special adaptive equipment, special note-taking or test-taking needs) is strongly encouraged to contact the professor at the beginning of the course.

## Grading Scale

A+	99-100	C	80-83
A	97-98	C-	77-79
A-	95-96	D+	75-76
B+	93-94	D	72-74
B	89-92	D-	70-71
B-	87-88	F	69 and below
C+	84-86		

**Honor pledge:** All papers prepared outside of class must bear at the end the following pledge:  
"On my honor, I have neither given nor taken improper assistance in completing this assignment.

This paper is my own work with the exception of proofreading or editorial help described below. I have not borrowed by direct quotation, summary, or paraphrase any material or ideas for which I have not given proper documentation, including but not limited to Internet sources. I have not used previous work of my own, in whole or in part, in this paper."

(If you had proofreading and/or editorial help of any kind, explain it here.)

Type the pledge or write it by hand at the end of each paper. Below the pledge, sign your name in ink.

## WORK SCHEDULE

NOTE: The texts for the course are abbreviated as follows in the calendar below:  
*CE*=[*Student's Book of*] *College English*; T.=Turabian's *A Manual for Writers*; and *SS*=*The Southern Seminary Manual of Style*. Where page numbers are included, please have that material read by the time you come to class on the day indicated.

Jan. 20—Introduction to course.

Jan. 21—Book review information provided and discussed.

Jan. 22—Questions about book review addressed.

Jan. 27—Book review, continued.

Jan. 28—Argumentation: *CE*, pp. 348-62 (10<sup>th</sup> ed., 361-74).

Jan. 29—Argumentation, continued

Feb.3—Selecting and narrowing a term paper topic and tentative thesis: *CE*, pp. 479-84 (10<sup>th</sup> ed., 473-79). Creating a preliminary outline: *CE*, pp. 491 (10<sup>th</sup> ed., 483-84).

Feb. 4—Bibliography format; starting library research; creating bibliography cards. **Bring T. and SS to class from this point unless told otherwise.**

Feb. 5—Bibliography cards, continued. Note cards introduced: *CE*, pp. 503-10 (10<sup>th</sup> ed., 495-503). Reviewing sources for term paper.

Feb. 10—Introduction to library.

Feb. 11—Library, continued.

Feb. 12—Plagiarism—using paraphrase, summary, direct quotation appropriately: *CE*, pp. 511-15; 540-41 (10<sup>th</sup> ed., 504-08; 531-33). **Bibliography cards due.**

Feb. 17—Bibliography cards returned and corrected.

Feb. 18—Correct formats for direct quotation: T., chapter 25.

Feb. 19—Wordiness: *CE*, pp. 578-85 (10<sup>th</sup> ed., 570-77).

Feb 24—Active/passive voice.

Feb. 25—Voice, continued.

Feb. 26— Common stylistic errors: *CE*, pp. 614-16 (10<sup>th</sup> ed., 606-08).

Mar. 3— **Rough draft of book review due.** In-class revision—Group A.

Mar. 4—**Rough draft of book review due.** In-class revision—Group B.

Mar. 5— Punctuation review—colons, semicolons, quotation marks for purposes other than direct quotation, italics: T., chapter 21.

Mar. 10—Punctuation review, continued. **First note cards due.**

Mar. 11—Term paper format and some related computer issues.

Mar. 12—Footnote format, including full citation as well as shortened formats (*ibid.*, author/title/relevant page no.): T., chapters 16 and 17; *SS*, chapter 6.

Mar. 17—Footnote format, continued. **Book review due.**

Mar. 18—Faulty coordination and sentence combining: *CE*, pp. 595-600 (10<sup>th</sup> ed., 588-92).

Mar. 19—Sentence combining, continued.

Mar. 24—Parallelism: *CE*, pp. 593-95 (10<sup>th</sup> ed., 585-87).

Mar. 25—Parallelism, continued.

Mar. 26—Dangling and misplaced modifiers.

Mar. 30-Apr. 3—Spring reading days. Classes do not meet.

Apr. 7—Modifiers, continued.

Apr. 8—Computer issues.

Apr. 9—**Rough draft of term paper due.**

Apr. 14—Punctuation—commas.

Apr. 15—Commas, continued.

Apr. 16—Punctuation—apostrophes. **Term paper due.**

Apr. 21—Subject/verb agreement.

Apr. 22—Pronoun/antecedent agreement.

Apr. 23—Final day of class. Term paper returned.

Final Exam—To be announced.