

**RHETORIC 091: DEVELOPMENTAL WRITING - SYLLABUS**

**Teacher:** Robert Seufert  
**Classroom:** Education Complex 104-5  
**Class Hours:** Tuesdays and Thursdays, 2-3:15 PM  
**Office:** Education Complex 207  
**Office Hours:** Tuesdays through Fridays, 1 to 1:45 PM  
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**Course Description:** Rhetoric 091. This course provides a review of basic sentence parts, correct grammar and usage, mechanics and punctuation, as well as coordinated and subordinated sentence elements. Improving sentences through sentence combining and use of embedded constructions are reviewed through guided sentence practice. Writing skills are developed through extensive paragraph writing practice. This course is for students who need to review language skills to be prepared to take Rhetoric 101. The course is graded on a pass/fail basis and will not be included in determining the student's academic grade point average. The course is not transferable and will not satisfy the requirements for degrees or graduation. Placement in the course will depend on scores on placement tests. 3 credit hours. *No prerequisite.*

**Course Objectives:** Students who have completed Rhetoric 091 should be able to:

1. Write clear and correct sentences.
2. Avoid the most serious grammatical, spelling, and usage errors.
3. Develop compound and complex sentences by coordination, parallelism, and subordination.
4. Write effective paragraphs that include topic sentences and relevant support

**Requirements and Grading:**

**Note: Students are required to pass Rhetoric 091 with a passing grade of at least a C (700 out of 1000 points or 70%); otherwise they must repeat the course until a passing grade is attained.**

*Written assignments: 7 student paragraphs*

*Note: All student paragraphs must be a minimum of 10 complete sentences.*

Paragraph 1 -	50 points
Paragraph 2 -	50 points
Paragraph 3 -	50 points
Paragraph 4 -	75 points
Paragraph 5 -	75 points
Paragraph 6 -	100 points
Paragraph 7 -	100 points
<i>Classroom Exercises:</i>	50 points
<i>Test Homework:</i>	
Parts 2 and 3 -	25 points
Parts 5 and 6 -	25 points
<i>CLE Tutoring (at least 3 sessions):</i>	50 points
<i>Conferences (3 sessions):</i>	50 points
<i>Examinations:</i>	
Midterm examination -	100 points
Final examination, excluding Paragraph # 7 -	100 points
<i>Classroom Participation:</i>	50 points
<i>Classroom Behavior:</i>	50 points
<i>TOTAL:</i>	1000 points

**Note:** Students are encouraged to take advantage of MacMurray's Center for Learning Excellence (CLE), a free tutoring service located in the Education Complex, Room 208, under the direction of Jenny Briney and Dan Callihan. In fact, 5% of the student's course grade will be based on work they have done with a CLE tutor (a minimum of three sessions lasting at least 20 minutes apiece). The Center also has a number of computers available for student work, and provides a quiet study spot for students trying to escape noisy residence halls.

**Required Texts:**

Susan Anker - *Real Skills with Readings: Sentences and Paragraphs for College, Work, and Everyday Life*. 2<sup>nd</sup> edition. Boston and New York: Bedford/St. Martin's, 2010.

*Miriam-Webster Dictionary*. Based on the 11th ed. of the *Merriam-Webster Collegiate Dictionary*. Springfield, MA: Merriam-Webster, 2003. Or any up-to-date college-level dictionary.

**Typing:** All student paragraphs must be typed or printed by computer or word processor. They should be double spaced, and printed on one side of the paper only. Typing errors will be counted as spelling errors. Other assignments may be handwritten but the handwriting must be legible.

**Late Assignments:** Student paragraphs will lose *one* letter grade for each class period they are late. Exercises must be turned in at the beginning of the class for which they are due. Except in the case of excused absences, they will not be accepted late. All assignments must be handed in no later than *one week* after they are due.

**Attendance:** Students will be allowed *two* unexcused absences during the semester. Each additional unexcused absence will lower the student's *course grade* by *one-third of a letter-grade*. Excused absences will be granted only in the case of school-related activities for which an excuse has been issued in writing by the appropriate college authority, serious illnesses verified in writing by the college nurse or a physician, and family emergencies verified in writing by the College Registrar (Allan Metcalf). Lateness to class will also adversely affect the student's grade. *Three late arrivals* for class will *equal one absence* and will therefore lower the student's course grade by one-third of a letter grade.

**Plagiarism:** It is essential that all graded work submitted under your name be your own work. Submitting a paper that contains passages copied or paraphrased from another without proper acknowledgment (quotation marks, parenthetical references, etc.) is plagiarism. So is submitting a paper or exercise that has been written in any part by someone else; this includes providing an outline for or revision of another person's paper, as well as writing all or part of another person's assignment. Students who allow others to use their work are considered as guilty as the person who has done the actual plagiarism. Plagiarized papers automatically receive *zero credit (0)* and are reported to the Academic Standards Committee for possible further disciplinary action. Cheating in any form, especially on quizzes or exams, is subject to similar penalties. Consult the online *Maggie* for further explanation of the rules governing academic dishonesty.

**Classroom Behavior (Decorum):** The classroom should be a place where learning occurs for *all* students. Occasionally, some students disrupt the learning process with unseemly or immature behavior. Cell phone talking and texting during class are especially distracting to the student using the electronic device and may be distracting to other students as well, so *turn off all cell phones when you come to class*. Students are referred to the statement in the online *Maggie* on appropriate and inappropriate behavior entitled Classroom Decorum. These standards will be adhered to, and students will be penalized for violating them.

**Borrowed Material:** All borrowed material, whether from the library or your teacher, must be returned before your course grade can be recorded.

**Disabilities Services:** Students who need note-takers, interpreters, un-timed tests, or other services for students with learning disabilities should contact Pamela Harrison, Coordinator of Disability Support Services, at 217-479-7176, or by e-mail at [pamela.harrison@mac.edu](mailto:pamela.harrison@mac.edu). It is the responsibility of the student to make sure that the instructor is informed of any disability he or she may have that will necessitate special classroom consideration. The instructor will make every effort to insure that the disability is addressed.

## **Tentative Schedule of Assignments:**

### **Week 1:**

Thurs Jan 12 Introduction to the course. **Writing sample.** Classroom interviews.  
*Homework:* Anker chapter 1 (pages 3-14)

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### **Week 2:**

Tues Jan 17 Introduce interviewees. Discuss Anker chapter 1. Grammar exercise.  
*Homework:* Anker chapter 2 (pages 15-26)

Thurs Jan 19 Discuss Anker chapter 2  
**Assign Paragraph 1 (due Thursday, January 26): the most important person in your life and why**  
*Homework:* Anker chapter 10 (pages 124-146)

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### **Week 3:**

Tues Jan 24 Discuss Anker chapter 10  
*Homework:* Anker chapters 4 and 5 (pages 37-50)

Thurs Jan 26 Discuss Anker chapters 4 and 5  
**Turn in Paragraph 1**  
**Sign up for Conference 1 (all conferences are in Dr. Seufert's office, Education Complex 207)**  
*Homework:* Anker chapter 11 (pages 147-168, for Thursday, February 2)

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### **Week 4:**

Tues Jan 31 **Conference 1 (9 AM – 5 PM)**

Thurs Feb 2 Discuss Anker chapter 11  
**Assign Paragraph 2 (due Thursday, February 9): Description**  
*Sample Paragraph:* F. H. Smith from *The Fortunes of Oliver Horne* (handout)  
*Homework:* Anker chapter 6 (pages 51-62)

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### **Week 5:**

Tues Feb 7 Discuss Anker chapter 6  
*Homework:* Anker chapter 7 (pages 63-76)

Thurs Feb 9 Discuss Anker chapter 7  
**Turn in Paragraph 2**  
*Homework:* Anker chapter 8 (pages 77-107)

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**Week 6:**

Tues Feb 14 Discuss Anker chapter 8  
*Homework:* Anker chapter 12 (pages 169-186)

Thurs Feb 16 Discuss Anker chapter 12  
**Assign Paragraph 3 (due Thursday, February 23): Narration**  
*Sample Paragraph:* Ernest Hemingway from “On the Blue Water”  
*Homework:* Anker chapter 13 (pages 187-216)

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**Week 7:**

Tues Feb 21 Discuss Anker chapter 13  
*Homework:* Anker chapter 14 (pages 217-235)

Thurs Feb 23 Discuss Anker chapter 14  
**Paragraph 3 due**  
*Homework:* Midterm Exam Review – Answer all multiple choice questions for Part 2 Test (pages 120-123) and Part 3 Test (pages 260-266); **turn in all answers at beginning of class**

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**Week 8:**

Tues Feb 28 Review Parts 2 and 3 Tests  
**Assign Paragraph 4 (due Thursday, March 15) - Illustration**

Thurs Mar 1 **Midterm Exam**  
*Homework:* Anker chapter 15 (pages 236-259, for Tuesday, March 13)

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**Tues Mar 6 – Fri Mar 9 – Spring break (no class)**

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**Week 9:**

Tues Mar 13 Review Midterm Exam  
Discuss Anker chapter 15  
*Homework:* Anker chapter 22 (pages 379-390)

Thurs Mar 15 Discuss Anker chapter 22  
***Turn in Paragraph 4***  
***Sign up for Conference 2 (all conferences are in Dr. Seufert's office, Education Complex 207)***  
*Homework (for Tuesday, November 1):* Anker chapter 17 (pages 277-300)

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**Week 10:**

Tues Mar 20 ***Conferences 2 (9 AM – 5 PM)***

Thurs Mar 22 Discuss Anker chapter 17  
***Assign Paragraph 5 (due Thursday, March 29): Process Analysis***  
*Sample Paragraph:* Raymond R. Camp from *A Young Sportsman's Guide to Canoeing* (handout)  
*Homework:* Anker chapter 23 (pages 391-400)

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**Week 11:**

Tues Mar 27 Discuss Anker chapter 23  
*Homework:* Anker chapter 21 (pages 338-370)

Thurs Mar 29 Discuss Anker chapter 21  
***Turn in Paragraph 5***  
*Homework:* Anker chapter 24 (pages 401-412)

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**Week 12:**

Tues Apr 3 Discuss Anker chapter 24  
*Homework:* Anker chapter 25 (pages 421-432)

Thurs Apr 5 Discuss Anker chapter 25  
***Assign Paragraph 6 (due Thursday, April 12): Comparison/Contrast***  
*Sample Paragraph:* Kathy Burkholder from "Two Hamburger Joints" (handout)  
*Homework:* Anker chapter 26 (pages 433-446)

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**Week 13:**

Tues Apr 10 Discuss Anker chapter 26  
*Homework:* Anker chapter 27 (pages 447-460)

Thurs Apr 12 Discuss Anker chapter 27  
***Turn in Paragraph 6***  
***Sign up for Conference 3 (all conferences are in Dr. Seufert's office, Education Complex 207)***  
*Homework for Thursday, April 19: Final Exam Review – Answer all multiple choice questions for Parts 5 Test (pages 413-418) and Part 6 (pages 461-466); turn in answers at the beginning of class*

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**Week 14:**

Tues Apr 17 ***Conference 3 (9 AM – 5 PM)***

Thurs Apr 19 Review Part 5 and 6 Tests for Final Exam;  
Prepare for Final Exam, including ***Paragraph 7***

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**Week 15:**

Tues Apr 24 Course wrap-up and review

**Monday, April 30, 3-5 PM: *Final Exam (Ed Complex 104-5)***