Handout 2 - Class Calendar and Information for Spring 2014

NOTE: This calendar may be subject to revision, based upon class needs or for unforeseen circumstances. Any changes will be transmitted with fair notice via a replacement Class Calendar.

Office: FO-215  Office Phone: (408) 924-5064  Campus email: John.Murphy@sjsu.edu

Office Hours: M 12:15-1:15 and 3-5 p.m.; W 12:15-1:15 p.m., and by appointment. Any “extended” or special office hours will be announced in class weekly. (Under former rules set forth by SJSU’s Academic Senate, most faculty have been holding one office hour per week for every three-unit class taught. Since students cannot expect faculty to have 24/7 phone and email access, we provide excellent academic support facilities on campus. See “Campus Resources for Academic Assistance” on Handout 1.)

Sections:  
(04) (#20345) MW 7:30-8:45 a.m., BBC 120*  
(33) (#22628) MW 10:30-11:45, ENG 338*  
(17) (#20353) MW 9:00-10:15 a.m., BBC 122*  
(57) (#24495) MW 1:30-2:45 p.m., SH 414*

*All classroom assignments are subject to change. Due to the unusual schedule of being assigned four separate classrooms in three different buildings, I will not be available before or after class for questions or discussions as I have been accustomed to. We will have to rely on class time, email, phone and office hour contacts.

Required Textbooks:  

NOTE: While The Everyday Writer, by Andrea Lunsford, is listed as a “required text,” it was offered online for free in September 2013 to incoming freshmen. This text is FOR REFERENCE ONLY and will NOT be used in this class.

Required Supplies: English 1B Class Materials Packet (Purchase at Maple Press, 481 E. San Carlos St., on the east side of campus, across S. 10th St. from Campus Village.) The packet contains class instructional handouts, activities and forms.

Other Needed Supplies: a reliable paperback college dictionary, black ballpoint pens, a small stapler, colored pens, lined loose leaf paper, a ring binder, a hole punch, and a manila folder or large envelope for your writing portfolio.

CALENDAR OF DAILY ACTIVITIES AND ASSIGNMENTS

(KEY: R= The Blair Reader; H= The Bedford Handbook)

NOTE: Abbreviated notations in the “Class Topics and Activities” column, in boldface and italics, are mandated by the University’s administration. These notations refer to “General Education Learning Objectives/Outcomes” (LO), and “Content Objectives” (CO). For page/number of word requirements for each essay assignment, and their accompanying OBJECTIVES/OUTCOMES, see Handout 1, page 3. The Class Materials Packet provides details on papers and activities due.

Unless otherwise indicated, ALL readings are short nonfiction essays or excerpts from longer works in essay format.

<table>
<thead>
<tr>
<th>Week</th>
<th>Dates</th>
<th>Class Topics and Activities</th>
<th>Assignments Due Today</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>DUE TO THE HIGHLY UNUSUAL ACADEMIC CALENDAR FOR THIS SEMESTER, CLASSES MEETING MONDAYS AND WEDNESDAYS WILL NOT BEGIN UNTIL WEEK 2.</td>
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| 2    | MON Jan 27 | Enrollment/Verification of Prerequisites  
Distribution of course “Greensheet” and Calendar  
Student Information Form (Handout 1A)  
COURSE INTRODUCTION: Class Policies and Requirements (Handout 1), Calendar (Handout 2) | - - - - - - - - - - - - - |
|      | WED Jan 29 | Enrollment/Verification of Prerequisites (late adds)  
IN-CLASS DIAGNOSTIC ESSAY (Course Paper #1)  
LO 1, 4, 5; CO-practice, prewriting, organizing/Diagnostic | Purchase all books and supplies.  
Bring lined paper, pens, stapler and dictionary to class. |
<table>
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<tr>
<th>Week</th>
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<tr>
<td></td>
<td>WED</td>
<td>REVIEW OF FUNDAMENTALS (from terms on 1A Review Handout 3/18 Terms (Handout 18)/Work-shets/Avoiding Common Writing Errors, Levels and Manipulation of Language (Handout 3E), Effective Introductions and Conclusions (Handbook and 1A Review Handouts 3F, 3G/Editing Symbols (1A Review Handout 1B)/LESSON: VISUAL ANALYSIS: Visuals as “text” (Sample commentary cartoons, transparency models)</td>
<td>LO 1; -</td>
<td>Study English 1A Review Terms (Handout 3). Read Handouts 3E, 3F, 3G. Read &amp; Study H 127-41 (Writing About Images and Texts). Review H 295-312 (Agreement), 251-76 (Language and Word Choice), 277-94 (Sentence Fragments and Run-ons) Complete Grammar review worksheets B1, B2.</td>
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<td>4</td>
<td>MON</td>
<td>CAUSE AND EFFECT (Handout 12) Details of Cause and Effect/Critical Analysis Paper GROUP ACTIVITY: “The Apprentice” – Working with Cause and Effect (Handout 12C) (20 Activity Points)</td>
<td>LO 1; CO-analysis</td>
<td>Read Handouts 12, 12C. (REMININDER: “Add” and Late Registration Deadline is Tuesday, February 11)</td>
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<td>WED</td>
<td>GROUP ACTIVITY: “Disaster Survival” (Handout 13S) Full-class activity (basis for Cause and Effect paper)</td>
<td>LO 1, 5; CO-analysis</td>
<td>Turn in finished copy of “Apprentice” Activity. Read Handout 13S.</td>
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<tr>
<td>5</td>
<td>MON</td>
<td>WRITING IN THE DISCIPLINES AND WRITING ABOUT LITERATURE (for papers and essay questions) (Handout 20)</td>
<td>LO 1, 5; CO-analysis</td>
<td>CAUSE AND EFFECT/CRITICAL ANALYSIS ESSAY DUE (Course Paper #2) Attach a “formal” cover sheet. NOTE: There will be no Peer Review Session for this paper. Read Handout 20. PAIRED ACTIVITY ASSIGNMENT DUE: VISUAL ANALYSIS - Select TWO political or social commentary cartoons of your choice from a magazine, newspaper and/or quality online source. Type up a short (2-4 paragraph) analysis to turn in. Next, make an overhead transparency of your cartoons (at AS Print Shop) to share with the class. Pay attention to both literal and implied meanings!</td>
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<td></td>
<td>WED</td>
<td>INTRODUCTION TO ARGUMENT (from Handbook) Writing Effective Arguments (Handout 16). Writing Clear Thesis Statements (Controversial Issues, Handout 16B)</td>
<td>LO 1, CO-prewriting, argument, critical analysis</td>
<td>Read &amp; Study H 141-75 (Reading and Writing Arguments). Read Handouts 16, 16B.</td>
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<td>6</td>
<td>MON</td>
<td>INTRODUCTION TO RESEARCH: Using and Evaluating Types of Sources (Handout 14)/Lead-in Verbs “What to cite?”/Avoiding Plagiarism Quotation Marks, Italics and Underlining (1A Grammar Review Worksheet N) GROUP ACTIVITY: Peer Evaluation of Argument Papers/Working with an Evaluation Rubric (Peer Review Form)</td>
<td>LO 2, 3; CO-research</td>
<td>Read details of PAIRED ACTIVITY – Library Reports on Handout 15L (20 Activity Points per report) Read &amp; Study H 513-55 (Researched Writing—Gathering and Evaluating Sources, Avoiding Plagiarism) ARGUMENT PAPER DRAFT DUE FOR PEER REVIEW (Attach Peer Review Form as cover sheet.)</td>
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<td>WED March 5</td>
<td>RESEARCH AND THE TRADITIONAL LIBRARY – Terms (Handout 15)/Introduction to Reference Sources (Handout 15E), Issues in the &quot;Information Society&quot; (Handout 15G). PAIRED ACTIVITY: Begin Worksheet 15A</td>
<td>Library Reports: Read Handouts 15, 15E, 15G. <strong>NOTE:</strong> Daylight Saving Time resumes on Sunday, March 9. Turn clocks AHEAD one hour. We all lose an hour of sleep. Monday will be a tough day.</td>
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<td>8</td>
<td>MON March 10</td>
<td>CLASS ACTIVITY: MANDATORY INFORMATION LITERACY ORIENTATION (10 activity points for attendance). Do not report to the classroom! Go directly to the assigned library training room.</td>
<td>COMPLETE LIBRARY’s “INFO POWER” ONLINE TUTORIAL ACTIVITY (Instructions on Handout 15B. Bring your print-out of score results to the Library Session.) (10 Activity Points) Study all library handouts and notes!</td>
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<td>9</td>
<td>MON March 17</td>
<td>Writing for Essay Exams, Essay Question “Key Words” (1A Review Handouts 8, 8A)/Advanced Techniques for Writing Timed Essays (Handout 8B). Sample Essay Exams for Evaluation</td>
<td>Library Reports: Read Handouts 8, 8A, 8B and assigned sample essay exams.</td>
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<td>WED March 19</td>
<td>MIDTERM IN-CLASS ESSAY (Course Paper #4), Reading Response, two passages, analysis/argument</td>
<td>Bring to class: lined paper, pens, stapler, dictionary</td>
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<td>10</td>
<td>MON March 31</td>
<td>“Cesar Chavez Day” State Holiday Observance NO CLASS</td>
<td>University Closed NO CLASSES TODAY</td>
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<td>WED April 2</td>
<td>DISCUSSION: Midterm Essay Topic WORKING WITH SOURCES: The Personal Interview Types of Questions/Developing Questionnaires and Conducting Surveys (Handouts 19, 19A) PAIRED ACTIVITY: Composing Practice Questions</td>
<td>Work on interview topics/questions. SURVEY QUESTIONS, RESPONSES AND ANALYSIS OF RESULTS DUE FROM EACH TEAM. (20 Activity Points)</td>
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<td>MON April 7</td>
<td>WORKING WITH SOURCES – PAIRED ACTIVITY: In-Class “Field Research.” Teams will use prepared questions to interview another team. (Handout 19B)</td>
<td>Read Handouts 5, 21, 21A, 21B. NOTE: With your play partner, attend the University Theater’s production of The Grapes of Wrath, by John Steinbeck, as the basis for the upcoming Critical Review-Comparison paper. Production dates: Friday, April 11, Saturday, April 12, Tuesday, April 15, Wednesday, April 16, Thursday, April 17, Friday, April 18 and Saturday, April 19. All Performances will be held at 7 pm in the University Theater. Ticket details will be discussed in class.</td>
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<td>11</td>
<td>WED April 9</td>
<td>ANALYSIS—WRITING REVIEWS AND CRITIQUES: “A Critic’s Glossary”/Loaded Words and Bias Details of Critical Review Paper Assignment (Handouts 21, 21A, 21B) Narration and Drama Terms (1A Review Handout 5)</td>
<td><strong>ENJOY SPRING BREAK!</strong></td>
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**G.E. Objectives**

- LO 1; 4; CO-practice prewriting, organizing, analyzing, arguing
- LO 2; 3; CO-research, library; LO 5
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| 12   | MON April 14 | GROUP ACTIVITY: Reading Response Activity #3 (30 Activity Points)  
| WED April 16 | ELEMENTS OF ARGUMENT—PERSUASION:  
Details of Group Writing Project and Presentation (Handouts 25A, 25B)/Scripts (Handout 5A)  
LOGICAL ARGUMENT: Logical Fallacies (Handout 26)  
Continue work on Research Paper. |
| 13   | MON April 21 | ACADEMIC vs. BUSINESS WRITING FORMATS with an INTRODUCTION TO BUSINESS AND TECHNICAL WRITING (Handouts 22, 22A, 22B)  
ELEMENTS OF DOCUMENT DESIGN AND GRAPHICS (Handout 24)  
**G.E. Objectives**: LO 1-audience, LO 2 | CRITICAL REVIEW-COMPARISON PAPER DUE (Course Paper #5, Final Revision) Attach a formal cover sheet.  
The paper will be peer reviewed by the instructor.  
Read & Study 805-17 (Document Design Gallery).  
IMPORTANT: BRING HANDBOOK! |
| WED April 23 | GROUP ACTIVITY: Peer Review of Research Papers (Peer Review Form)  
**G.E. Objectives**: LO 1, CO-argument | RESEARCH PAPER COMPLETE DRAFT DUE (Attach cover sheet as directed.)  
NOTE: A 20 activity point penalty will be assessed for missing or incomplete papers, or an unexcused absence.  
THEMES FOR RR #4: The Media—Language and Censorship  
| 14   | MON April 28 | Study Guide for Comprehensive Concepts and Skills Test distributed for review.  
Preparation for Department Final (with sample passages and questions from past Department Finals)/Review of Test Taking Tips (Handout 8B)  
**G.E. Objectives**: LO 1, 4; CO-organizing, analyzing, synthesizing, arguing | RESEARCH PAPER DUE (Course Paper #6, Final Revision).  
(Attach a formal cover sheet.)  
Read questions and passages from past 1B Department Finals, as assigned.  
SELF-EVALUATION: Complete Writing Progress and Self-Evaluation Forms, Handouts 1D and 1S (20 Activity Points) |
| WED April 30 | FINAL IN-CLASS ESSAY (Course Paper #7, Reading Response, two passages, analysis/argument)  
**G.E. Objectives**: LO 1, 4, CO-organizing, analyzing, synthesizing, arguing | Bring lined paper, pens, stapler and dictionary to class. |
| 15   | MON May 5 | GROUP ACTIVITY: GROUP ARGUMENT WRITING PROJECT PAPERS AND PRESENTATIONS  
**G.E. Objectives**: LO 1, 4; CO-persuasive argument | GROUP ARGUMENT WRITING PROJECT PAPERS AND PRESENTATIONS DUE (Course Paper #8) |
| WED May 7 | COMPREHENSIVE CONCEPTS AND SKILLS TEST  
**G.E. Objectives**: LO 2, CO-research strategies, intro to library | Study for Test! |
| SAT May 10 | ENGLISH 1B DEPARTMENT FINAL ESSAY EXAM  
10 a.m. to 12 noon, room ______________________  
(Course Paper #9)  
**G.E. Objectives**: LO 1, 4 | Bring to Exam: two yellow exam booklets (Do not write anything on or in them!), two black ballpoint pens, dictionary.  
NO OTHER MATERIALS ARE PERMITTED. |
| MON May 12 | ACTIVITY: Review and Grading of Test Papers returned  
END. | |

NOTES: English 1B final exams will be holistically graded by the English Department faculty on Wednesday, May 14.  
My last office hours for the semester will be held on Wednesday, May 7.  
I will be leaving the area for Summer Break, and will be out of reach after Thursday, May 15.  
Watch the news over the summer for bulletins on the continuing state, federal and University budget issues dealing with education costs and funding.  
Register as early as possible to secure spaces in Fall 2014 classes.  
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### Spring and Summer 2014 WST registration deadlines, test dates and information:

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<th>Test Dates</th>
<th>Registration Deadlines</th>
<th>Disability Accommodation Deadlines</th>
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<tr>
<td>(all on Saturdays)</td>
<td>(all on Thursdays)</td>
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<tr>
<td>April 26</td>
<td>April 3</td>
<td>Wed., March 26</td>
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<td>June 7</td>
<td>May 15</td>
<td>Wed., May 7</td>
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<td>July 19</td>
<td>June 26</td>
<td>Thurs., June 19</td>
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**TEST REGISTRATION:** Pay the $38 test fee (subject to increase) at the Student Services Center’s cashier windows by the deadline. Late registrations incur an additional $15 fee. For further information about regulations or test content and format, contact WST coordinator Gloria Collins in FO-216, or call her at (408) 924-4495.

**TEST PREPARATION:** Your *Handbook’s* “Grammar Basics” section (pages 477-512) may be helpful for the reading/language skills section of the WST.