Welcome to Communication Skills 098. This developmental writing course, which meets three times a week, calls for intensive work in basic reading and writing, including systematic reviews of grammar. Students write and revise analytical, text-based essays, and emphasis is placed on effectively managing sentences, evaluating word choices, developing paragraphs, and maintaining coherence. The course also stresses reading with accuracy, recognizing main ideas, and drawing upon sources as a means of expressing and comprehending complex thinking.

At the successful completion of Communication Skills 098, students should be able to comprehend abstract ideas; to identify underlying assumptions and generalizations in readings and discussions; to read short texts with comprehension; to maintain an independent voice while extracting, manipulating, summarizing, and citing information from primary texts; and to demonstrate increasing proficiency in their control of grammar, syntax, and paragraph construction.

**Required Texts:**
- *Everything's An Argument* by Andrea A. Lunsford et al.
- *A Pocket Style Manual* by Diana Hacker.
Both are available at NJ Books. *A Pocket Style Manual* will likely be used in all your future writing courses; therefore, this is a good investment and you should not sell it back.

We’ll also be using the web-based Blackboard course software (http://blackboard.newark.rutgers.edu). I will post the syllabus and syllabus updates there soon, and I’ll also post course documents and assignments. Be sure that you have created a Net ID; you’ll need it to access the site.

**Course Requirements:**
- Midterm exam
- Five formal essays
- In-class writing assignments (two full period and many shorter)
- Quizzes (every class when there is a reading due)
- Final exam
- Portfolio

**Grading:**
Grades are based on your reading and writing assignments as well as on class participation. All assignments must be typed. You are also required to keep a portfolio, a folder in which you keep all of your work for the class, including all drafts of papers, work completed outside of class, in-class writings, etc. Please bring your folder with you when we meet during conferences and office hours. In addition, this portfolio will be collected at the end of the semester.

Assignments should be submitted on the date that they are due. Assignments handed in late will receive lower grades, but you are still required to complete and submit them. They will NOT be accepted after two classes following the due date and will receive a failing grade. I will accept only ONE late essay from each student. Any additional formal essays that are submitted late will not be accepted and will receive a failing grade. A paper returned to you with a T-grade
(temporary grade) means you have the opportunity to revise. The revised essay will be accepted if submitted within two class meetings. *Essays sent via email must be sent before class.*

**Attendance:**
In addition to benefiting you as a student and writer, attendance is mandatory. More than four unapproved absences will jeopardize your grade in this course. Attendance will be taken at the BEGINNING of each session, so please arrive by the scheduled time. Two lates are considered one absence. Even if you are absent, you are responsible for all assignments. If you miss class due to illness or emergency, consult another (reliable) student or contact me. You are expected to come to the next class fully caught up on all reading and writing assignments.

**Academic Integrity:**

*Writing Program Academic Integrity Policy*

The Rutgers University Interim Academic Integrity Policy defines plagiarism as “the representation of the words or ideas of another as one’s own in any academic work.” In *Writing Program* courses instruction is given and emphasis is placed on attribution and citation skills. Intentionally committing plagiarism is a serious offense with severe consequences. *Writing Program* instructors are required to report students who intentionally violate this policy to the Director of the Writing Program and to the Office of Student Judicial Affairs.

The most common academic integrity violations by writing students are:
- “Quoting directly or paraphrasing, to a moderate extent, without acknowledging the source”
- “Presenting the work of another as one’s own”
- “Plagiarizing major portions of a written assignment”
- “Submitting purchased materials such as term papers”

The Rutgers University Interim Academic Integrity Policy establishes levels of violations and recommends sanctions. Depending upon the severity of the case and the level of the violation, the sanctions for these violations include: failure in the course, mandatory participation in a series of noncredit academic integrity workshops, and/or suspension.

If you are in doubt as to what constitutes plagiarism or are concerned that you are misappropriating someone’s words or ideas, speak immediately with your instructor. For more information, you can also consult the University Code of Student Conduct or the Student Judicial Affairs website (http://judicialaffairs.rutgers.edu).

*Anything that buzzes, beeps, or plays a song is to be turned off and put away before class begins.*

**Welcome to Communication Skills 098. I look forward to working with you and to having a semester that’s both fun and productive.**

**Reading schedule (tentative):**

(Note: Readings are to be completed by the assigned class.)

**Week 1:** Course introduction and diagnostic essay; “Writing a Reverse Outline”; write a reverse outline of “The Culture of Thin Bites Fiji” (diagnostic reading); workshop and
revision of diagnostic essay


Week 3: Formal essay 1 due; “Social Lubricant”; “When Did Skivvies Get Rated NC-17?”

Week 4: “Who’s a Looter?...”, “On Covers of Many Magazines, a Full Racial Palette Is Still Rare”

Week 5: “Not Only Natalee Is Missing”; “Skin Deep”; Full period in-class writing.

Week 6: Formal essay 2 due; “Foreign Born in U.S. at Record High”; “Why and When We Speak Spanish in Public”; “From ‘Bien Pretty’”

Week 7: “Why and When We Speak Spanish in Public”; “On Education”; “Aria: Memoir of a Bilingual Childhood” (handout)

Week 8: Midterm exam; Midterm review; “Mother Tongue”

Week 9: Formal essay 3 due; “The ‘F’ Word”; “Suite for Ebony and Phonics”


Week 11: “More Religion, but Not the Old-Time Kind”; Full period in-class writing;

Writing review

Week 12: Formal essay 4 due; excerpt from God on the Quad; “Selling Safe Sex in Public Schools”, “Preaching to the Choir? Not This Time”

Week 13: “An Opportunity for Intelligent Debate”; “God’s Justice and Ours”; “Between the Sexes”

Week 14: Formal essay 5 due; “A Priest, a Rabbi, and an Imam Are Walking Down the Street”;

“Wearing a Head Scarf Is My Choice as a Muslim: Please Respect It”; Final Exam;
Submission of portfolio