Communication Skills 099 (355:099)

*Corequisite 099 Writing Workshop (355:001)

Welcome to Communication Skills 099. This course, which meets three times a week, is designed to provide strong preparation for the work that will be expected of students in English Composition 101. Emphasis is placed on the development of critical reading strategies and analytical writing skills, including the effective incorporation of sources, the systematic organization of ideas in analytical essays, and the effective presentation of complex ideas and information to a defined audience in precise language. The course also stresses grammar and language skills.

At the successful completion of Communication Skills 099, students should be able to actively grasp and engage the ideas that are being presented in class and in readings; to annotate and to comprehend readings of basic to moderate complexity; to identify the main points taken by a writer and the strategies used by the writer to support this position; to propose, develop, and support sustained, analytical essays; to maintain an independent voice while effectively quoting, paraphrasing, and summarizing a primary text; to use correct Standard English, demonstrating increasing control of grammar and syntax.

Required Texts:

Communication Skills 099 Course Packet

A Pocket Style Manual by Diana Hacker.

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, 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

- Informal (1 page) essays

- In-class writing assignments (two full period and many shorter)
- Quizzes
- Conferences
- 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. This portfolio will be collected at the end of the semester.

You are expected to submit assignments on the date that they are due. Assignments (informal essays, reverse outlines, drafts, etc.) handed in late will receive lower grades, but you are still required to complete and submit them. Late formal essays will lose half a letter grade each class. 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. All assignments will be collected at the beginning of class, and essays sent via e-mail will not be accepted.

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.

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 099. 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 “In Groups We Shrink” (diagnostic reading); workshop and revision of diagnostic essay

Week 2: “Our Barbies, Ourselves”; “The Unreal World”; “Why Boys Don’t Play with Dolls”

Week 3: Formal essay 1 due; “The Men We Carry in Our Minds”; “Girl”; “The Beauty Myth”


Week 5: “The New Social Studies”; “Columbus in the Classroom”; Full period in-class writing
Week 6: Formal essay 2 due; Writing review; “The Damned”; from The Lies My Teacher Told Me

Week 7: “Group Minds”; “The Perils of Obedience”; “The Obedient, Unlived Life”

Week 8: Midterm exam; “The Education of a Torturer”; “Just Do What the Pilot Tells You”

Week 9: Formal essay 3 due; Exam review; from “Common Sense”; Fist Stick Knife Gun

Week 10: Fist Stick Knife Gun

Week 11: Fist Stick Knife Gun; “The Ones Who Walk Away from Omelas”; Full period in-class writing

Week 12: Formal essay 4 due; Writing review; “Universality of the Folklore”; three variants of “Cinderella”; “Cinderella: A Story of Sibling Rivalry and Oedipal Conflicts”

Week 13: “I Am Cinderella’s Stepmother and I Know My Rights”; “Cinderella’ and the Loss of Father-Love”; “Fairy Tales and a Dose of Reality”

Week 14: Formal essay 5 due; “Cinderella: Not So Morally Superior”; Final Exam;

Submission of portfolio