

Intensive English Language Institute

College of Humanities, Arts, and Social Sciences, Utah State University

IELI 2420: Academic Writing

Instructor: Dr. Franklin I. Bacheller
Office: Main 079
Office hours: 11:00 AM, Tuesday and Thursday and by appointment
Class: 12:30 to 1:20 Friday and 12:00 to 1:15 Tuesday & Thursday in Main 343
Textbook: Byleen, E. (1998). Looking Ahead. Pacific Grove, CA: Heinle & Heinle Publishers

How to Pass this Class

To pass this class you must

1. meet the IELI exit criteria for writing and
2. obtain a grade of C- or higher.

IELI exit criteria for writing

(Revised December 2006)

1. Student displays academic research skills
Evaluate and gather relevant information from credible sources using electronic library databases and Internet
2. Student displays academic writing skills
Writing has a clear focus and overall organization typical of academic genre
Includes information that is paraphrased/summarized from multiple sources
Ideas of other writers are acknowledged through in-text citations and reference lists
Use of language (syntax, grammar, vocabulary) does not interfere with comprehensibility
3. Student displays computer skills essential to participating in writing class
Writing is acceptably typed and correctly formatted using a word processor
Assignment is submitted via e-mail as attachment

Class Activities

All class activities and papers are intended to help you meet the IELI exit criteria for writing.

Documented writing

1. Learn the requirements of a documented writing. These include:
avoidance of plagiarism
acknowledgment of sources of information—words of acknowledgment, in-text citations, and reference list
2. Learn how to organize academic body paragraph—including where to insert documented details
3. Learn how to use library databases and the Internet to find information
4. Learn how to evaluate the quality of information you find online
5. Learn how to determine the relevance of information you find

Papers

You will write five documented papers:

1. issue—pro—Week 3*
2. issue—con—Week 5
3. background (historical with definition and explanation)—Week 7
4. opinion—Week 9
5. argumentation—Week 11

* Initial writing assignments will be made these weeks. Due dates will be announced in class.

Topic for all papers

1. You will select a topic and keep the same topic for all the papers you write in this class. This procedure will allow you to use information you gather throughout the semester in your final paper—your argumentation paper.
2. Your topic must be an "issue" that will work well in an argumentation paper. Two restrictions related to topic selection are
 - a. you must get your instructor's approval
 - b. you may not use any topic that was used by students who took this class last semester. Consequently, the following topics are off limits for the Spring 2007 semester:
 - oil prices and the production of oil
 - the war in Iraq (reasons for and against the war)
 - animal research (allow or not allow)
 - marijuana (legalize or not)
 - nuclear weapons (an or permit)
 - Internet sharing of music files
 - mad cow disease (ban imports or not)
 - equality in the workplace (gender)
 - control of the Internet
 - global warming (happening or not happening)
 - abortion (legal or illegal)

Other class activities

In addition to writing papers, you will also do a number of activities related to gaining the skills you need to write your papers. These include:how to

- acknowledging sources
- analyzing and synthesizing
- cohesion
- comprehensibility
- general vs. academic writing
- organization
- paraphrasing and summarizing
- peer review and editing
- reporting verbs, in-text citation, and reference lists
- typing and formatting academic papers
- writing clearly—sentence types, verbs instead of nouns, parallelism, sentence errors
- writing mechanics

Grading

Paper	% of Final Grade
Issue--Pro	10
Issue--Con	15
Background	20
Opinion	20
Argumentation	35

Grading Scale

Percent	Grade
90 to 100	A
80 to 89	B
70 to 79	C
60 to 69	D*
Below 60	F*

Calendar

Event	Date
Classes begin	Tuesday, January 9
Martin Luther King, Jr. Day (no classes)	Monday, January 15
President's Day (no classes)	Monday, February 19
Tuesday becomes Monday (follow Monday class schedule)	Tuesday, February 20
Spring Break (no classes)	Monday, March 12 through Friday, March 16
Classes end	Friday, April 27
Final examinations	Monday, April 30 through Thursday, May 3 (Writing final is 11:30 to 1:20 on Monday, April 30)

Class Policies

Attendance

Immigration rules require that international students be full-time (18-credits) while at IELI and attend classes everyday. Professors must report excessive absences to the Office of International Students and Scholars. If you must miss class, be sure that your teacher and the IELI office know why you are absent. An absence of longer than one or two classes due to illness will require a note from a doctor.

Late assignments and make-up work

All writings and other assignments must be completed on time to receive full credit. A student will not be permitted to make up missed writing assignments, class activities, etc. unless the absence is excusable (i.e., the student was ill or had an emergency) or unless the student has gotten the instructor's permission before the deadline.

Assignments not turned in time will receive lower grades each day they are late. For example, an "A" will change to a "B" after one day; the "B" will change to a "C" after the second day. Assignments will not be accepted three or more days late and the student will receive an "F" on the assignment.

USU plagiarism policy

Plagiarism is knowingly "representing, by paraphrase or direct quotation, the published or unpublished work of another person as one's own in any academic exercise or activity without full and clear acknowledgment. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials" (Code of Policies and Procedures for Students, Article V, Section 3A.1). The penalties for plagiarism are severe. They include: " #1) warning or reprimand and #2) grade adjustment" (see Article VI, Section 1A): Other penalties may also be imposed at the Dean's discretion. These include probation, suspension, expulsion, withholding of transcripts, denial or revocation of degrees, referral to psychological counseling, and other appropriate disciplinary actions.

Copying and cheating

If you copy from a classmate, or otherwise cheat on an assignment, including out-of-class work, both you and your classmate will receive failing grades on the assignment.

Students with disabilities

The Americans with Disabilities act states: "Reasonable accommodation will be provided for all persons with disabilities in order to ensure equal participation within the program." If a student has a disability that will likely require some accommodation by the instructor, the student must contact the instructor and document the disability through the Disability Resource Center (797-2444), preferably during the first week of the course. Any special request for special consideration relating to attendance, pedagogy, taking of examinations, etc., must be discussed with and approved by the instructor. In cooperation with the Disability Resource Center, course materials can be provided in alternative format, large print, audio, diskette, or Braille.

Sexual harassment

Sexual harassment is defined by the Affirmative Action/Equal Employment Opportunity Commission as any "unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature." If you feel you are a victim of sexual harassment, you may talk to or file a complaint with the Affirmative Action/Equal Employment Opportunity Office located in Old Main, Room 161, or call the AA/EEO Office at 797-1266.