DLC 116 COURSE SYLLABUS

INSTRUCTOR:  Terese Klasek Francis
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OFFICE HOURS:  By appointment
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COURSE DESCRIPTION:  DLC 116 is a writing course that prepares you for Writing Seminar 101. The course focuses on principles of grammar, usage, sentence structure, paragraph development and essay writing.

COURSE OBJECTIVES:  To show mastery of course objectives students must be able to do the following:

1. Write sentences that demonstrate correct usage of parts of speech, punctuation and capitalization.
2. Demonstrate the ability to write a well developed paragraph
3. Demonstrate the ability to write a well developed essay
4. Demonstrate understanding of the mechanics and grammar of writing

You will be doing exercises in this text, so make sure that you get a clean copy of the text. Do not get a book that already has the exercises written in it or I will not accept your homework assignments. Please bring this book with you to the first class.

REQUIRED MATERIALS:  notebook with writing paper, writing utensil

GRADING SYSTEM:  A point system is used to determine a percentage grade for each student. Points are earned by performance on Homework assignments, in-class writings, out-of-class writings and a final portfolio.

GRADING:
Grades will be calculated on the following point scale:

<table>
<thead>
<tr>
<th>Component</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homework assignments (6 @ 25 points)</td>
<td>125</td>
</tr>
<tr>
<td>In-class writing exercises</td>
<td>50</td>
</tr>
<tr>
<td>Out-of-class writing (6 @ 25 points)</td>
<td>125</td>
</tr>
</tbody>
</table>

A 270-300 points
B 240-269 points
<table>
<thead>
<tr>
<th>Grade</th>
<th>Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>C</td>
<td>210-239</td>
</tr>
<tr>
<td>D</td>
<td>180-209</td>
</tr>
<tr>
<td>F</td>
<td>below 180</td>
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**ACADEMIC INTEGRITY POLICY:** The Doane College Academic Integrity Policy will be adhered to in this class. All written assignments and observations will represent your own work. Any use of other's ideas and words without proper citation of sources is plagiarism and will result in a loss of points for that assignment.

**ATTENDANCE:** Because the course is participatory in nature and not primarily lecture-based, attendance is required. Missing class discussions and activities will directly affect your understanding and your ability to apply learned skills. **Only one absence is allowed. If you miss a second class you will need to drop the course.**

**CLASS SCHEDULE:**

**WEEK 1:** Writing a Paragraph  
Chapter 1—Paragraph Structure  
Chapter 10—Types of Sentences

**WEEK 2:** Writing a Paragraph  
Chapter 2—Unity and Coherence  
Chapter 11—Using Parallel Structures and Fixing Sentence Problems

**WEEK 3:** Writing a Paragraph  
Chapter 3—Supporting Details: Facts, Quotations, and Statistics  
Chapter 12—Noun Clauses

**WEEK 4:** Writing an Essay  
Chapter 4—From Paragraph to Essay  
Chapter 13—Adverb Clauses

**WEEK 5:** Writing an Essay  
Chapter 5—Chronological Order Essay  
Chapter 14—Adjective Clauses
WEEK 6: Writing an Essay

Chapter 6—Cause/Effect Essay
Chapter 15—Participal Phrases

WEEK 7: Writing an Essay

Chapter 7—Compare/Contrast Essay
Chapter 15—Participal Phrases

WEEK 8: Writing Workshop