**Embry-Riddle Language Institute EWR002**

**Instructor’s Name:**

**Office Hours:** by appointment

**Office Phone:** (352) 226-7190

**Office:** Tomcat Annex

**Email:** @erau.edu

**Semester:** Fall 2018

**Times:** M,W,F 10:00 – 10:50

 T,TH 9:45 – 11:00

**Session Dates:** 8/27 – 11/29

 (Final Exam: 12/03)

**Class Location:** M,W,F 🡪 Mod 253-212

 T,TH 🡪 IC 205

**Academic Integrity Honor Statement:** ERLI is committed to fostering a culture of intellectual honor and ethics and considers academic dishonesty a very serious offense. Such offenses include, but are not limited to: cheating (accepting unauthorized assistance in preparing assignments), fraud (gaining unfair advantage through deceit, trickery, or falsification of records), or plagiarism (taking the ideas, writing, words, and/or work of another and representing them as one’s own without appropriate acknowledgment). A student who cheats, commits any form of academic fraud, or plagiarizes in a class, will receive sanctions ranging from a zero (0) for the work in question to expulsion from the University.

**Safety:** If you have an emergency on campus, or see something suspicious or unsafe on campus:

**Emergency**--Call 911 and ERAU Security--386-226-7233 (SAFE)

**Non-emergency**—Call 386-226-6480

**Goal:** Students completing Writing 002 should be able to write a high-beginning level organized paragraph in a variety of formats.

**Student Outcomes:**

* Students should demonstrate an ability to employ a range of sentence structures using simple, compound and complex grammatical structures.
* Students should demonstrate an ability to write sentences without serious errors in spelling and mechanics that interfere with comprehension.
* Students should demonstrate an ability to brainstorm and outline a paragraph.
* Students should demonstrate an ability to organize a paragraph to include a topic sentence, supporting details and concluding sentence along with appropriate transitions.
* Students should demonstrate an ability to employ supporting details such as relevant examples and explanations.
* Students should demonstrate an ability to write cohesive and coherent paragraphs.
* Students should demonstrate an ability to write a variety of paragraph formats such as narrative, classification, process, opinion, and descriptive.
* Students should demonstrate an ability to correctly use beginning-level vocabulary in their paragraphs.

**Required Texts and Materials:**

* 3-ring binder, 8½” x 11½” paper, and pen/pencil
* Hogue, A., & Bixby, J. (2014). Longman academic writing series, 2: Paragraphs. White Plains, NY: Pearson education.

**Class Policies**:

**ERLI Attendance Policy:** When students demonstrate a pattern of absenteeism, or are failing to show progress in their courses, they run the risk of early dismissal from the program.

**Make-up/Late Work:** Attendance is very important. In American classrooms, students are expected and required to attend their classes. Excessive absences are considered a sign that a student is irresponsible and disrespectful.

When you are absent, it is your responsibility to arrive at the following class prepared for that day’s class. This means that *you* will need to e-mail your teacher or contact a classmate to find out what you need to do in order to be prepared for the next class.

If you are absent on the day that an assignment is due or the day of a quiz/test, you must discuss the situation with your teacher. Your teacher doesn’t have to allow you to turn in an assignment late or allow you to take a make-up quiz/exam. Therefore, *it is possible* that you will receive a 0 on that assignment/quiz/exam. **Your teacher’s decision is the final decision in this matter**.

**Significant Dates to Remember:** NO CLASS — Monday, September 3 (Labor Day); Thursday, October 11 (Industry/Career Expo); Thursday – Friday, October 18-19 (Fall Break); Monday, November 12 (Veteran’s Day); Wednesday – Friday, November 21-23 (Thanksgiving)

**Grading Scale:**

 A: 90% - 100%

 B: 80% - 89%

 C: 70% - 79%

 D: 65% - 69% (Must repeat the course)

 F: 0% - 64% (Must repeat the course)

**How final grade is calculated:**

1. Assignments (in-class, homework, writing assignments) 85%
2. Final Exam 15%