



INRW 0311: Integrated Reading and Writing ASSIGNMENTS Face-to-Face Classes

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"You don't have to be great to get started,
but you do have to get started to be great." --Les Brown

In-Class Notes Assignment (Factored into Coursework which is 25% of your grade.)

During class time, you should take notes as we studied and discussed in the 1301 class.

- You will do these on your own paper and need to make sure to print your name and the date at the top of each page.
- You will turn these in at the end of class.
 - Late points will be deducted as described in the syllabus.
 - If you have a notetaker through CSD, you must talk to me so I can give you instructions on what you need to do to get credit for this assignment.
 - Please turn in your 1301 and 0311 notes together.

Summary Response Drafts (Factored into Coursework which is 25% of your grade.)

For many of our readings you will write a Summary Response. This is work on reading, interpreting, analyzing, and responding to ideas and concepts. We will go through videos and readings that help you do these, and I will provide samples. See your schedule. Use those to help you develop and improve. Below are the basic instructions. Refer to them each time you write just to remind yourself of the goals. Your grade for this section includes turning these in making your best effort and on time.

- **Write a 2-paragraph response** to the reading you are assigned.
 - In the first paragraph, summarize the article you've read. Your summary should be at least 150 words but can be more. Re/read "[How to Write a Summary](#)" before doing this. *Use at least one quote and an in-text citation.*
 - In the second paragraph, discuss the key parts of the reading that stand out to you. If there are parts you agree with, explain what they are and give examples of where you've some of them in life. If you see different things that are not pointed out in the reading, explain what kinds of things you see. You can use examples from your experience as well as from other readings or sources we're covering in class.

- You should use at least one quote somewhere in the summary/response.
 - Remember we're working to integrate quotes smoothly, use correct citation, *and in the responses during the second half of the semester (APA/Media Analysis) avoid using I/me/my/you/your, etc. except with instructions or samples.*
- **Draft.** You'll turn in your first drafts on [Blackboard](#). They are just drafts. You'll get full credit for turning in your best effort at that time.
- I'll give you feedback and you can work on them, go to the writing center with them, and share those with me for more feedback, as you work on revisions.
- **Revise, formatting your paper according to the style we're currently studying and using.** Refer to the instructions in [Writing down the Basics](#) and the video you watched for homework.
- Use MLA or APA according to the style we're studying at the time.
 - Readings done up through the Literary Analysis assignment should be done in MLA Format and use MLA citation.
 - Readings done during the Media Analysis Essay assignment should be done in APA Format and use APA citation.
- **Edit, Proofread, and Finalize your Work for your Portfolio**
- You need to select 3 Summary Responses for grading in the portfolio.
 - Proofread carefully. I recommend you take advantage of going to the [writing center](#)—get some of that extra credit while you're there!
 - Run revisions by me and ask me questions as you work on them. You can turn them in as many times as you want for my feedback, but do not put it off as **I will not give feedback on these after these dates:**
 - Week 14 in a 16-week semester
 - Week 6 in an 8-week semester
 - Week 4 in a 5-week semester
 - Make sure you keep your versions—all of those should go in your portfolio.
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Final Portfolio (25% of total grade)

Your portfolio will be **developed throughout the semester**. Your portfolio should include the following documents. Make sure to review this and keep track of your copies as needed. In all cases, the most recent (best) version should be on top of all other versions.

- **Cover Letter.** This letter is similar to the letters we've been writing for our essays in English 1301, except the focus is on your work as a whole over the course of the semester.
 - **Paragraph 1:** Greeting and main point—what do you note or realize looking at your work over the course of the semester?
 - **Paragraph 2:** What strengths have you built up? What things have you learned, and resources have you identified that you can use when you need to write in the future? Be specific.
 - **Paragraph 3:** What things do you need to continue to work on or what things have you learned to watch for as you refine and proofread your writing? Again, be specific.
 - **Paragraph 4:** Closing—just wrap it up as you've learned.

Keep in mind, this letter is to me, but not about me. Focus on you. Really take some time to think where you started and how far you've come this semester. Acknowledge the things you've learned and those you're getting better at! Think about the things you have found you need to watch out for in your writing—we all have those.

- **Final Versions of your Emblem and Literary Analysis Cover Letters and Essays.** This section should include a copy of the final version of each.
- **Final Versions of the three Summary Responses you want me to grade.** Include all versions from the original, to revisions, to writing center copies, in-class feedback, or any feedback I've given you or that you've gotten from anyone else.
 - **Make sure you have put the final version on top of all other versions.**
- **Final Reflection:** We will write a short in-class essay in which you reflect on your early writing. We will look at samples and you will be able to use notes as you write in class.
 - **You will need to bring the copy of your MLA Format Assignment** I put comments on in your OneDrive folder to use during class and to include in your portfolio.