



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 (10%)

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 weekly—generally 3 days' worth of notes per week on your attendance date. We will discuss this in 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.

Summary Responses (25% of total 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.

- **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.*
- **Format 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 during the Emblematic Essay 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 Upload Your Work**
- Proofread carefully. I recommend you take advantage of going to the [writing center](#)—get some of that extra credit while you're there!
 - Upload the paper to our [Blackboard](#) INRW page under the Summary Responses link. Don't forget your Grammarly report, and if you went, include your Writing Center verification.

Final Portfolio (25% of total grade)

Your portfolio will be **developed throughout the semester** on our Blackboard Course page for INRW 0311. We will discuss it in class, and there is a video lesson explaining this. Your portfolio should include these things.

➤ **Final Versions of your Cover Letters and Essays**

➤ **Post-Essay Reflection**

After you turn in your final of your cover letter and essay for the Emblematic Essay and the drafts of each for the Media Analysis Essay, you need to write a reflection and submit it to your portfolio. For each of your essay reflections, discuss these topics. You should have a paragraph on each topic except grammar; there you can have a list.

- **Content Revision Thoughts**

Take some time to think about how you changed and grew from your prewritings to the essay in terms of *content*. What did you learn about being able to develop more ideas in your writing as you went through the process? You might want to start by describing how you thought about it at first, and what you realized you needed to take more time with, add, omit, or develop as you looked back on it and worked on development.

- **Grammar Points to Work On**

What one or two things do you need to work on most in terms of grammar. Look those up in *Writing down the Basics* or at a good source online and jot down the basic rule in your own words.

- **Writing Strategies**

What things helped you get this done? What things do you need to do better at or plan better for next time? Give examples and write out specific plans of things you will do to help develop this section of your response.

- **Reading Reflection**

Look back through your Summary Responses to the readings for the essay. Go back and review those that stood out to you. What are the major things you learned or will carry with you? Discuss that and feel free to quote from them as needed. Make sure to use the quotation marks around your quotes and signal phrases to clearly attribute. You do not need to do citation, but I will give extra credit for doing so.

- **Final Reflection:** You will write one further work for this course reflecting on your writing. Now that we are nearing the end of the course, it's time to put this all together and think about what tools you will carry with you as you write in the future.

Assignment: As you put your portfolio together, go back and look at your writing over the course of the semester. Look at what we've done in these two classes as well as what you have done in other classes you are taking. Think about what it felt like when you first wrote papers versus how you approach writing papers now. Think about what things you now find easier and which things are still tricky.

Then, in a 2-3 page essay reflect on how your writing process, reading comprehension, and analytical skills have evolved over the course of the semester, as well as the things you need to remember to do when you write for college or other professional situations in the future. You may also discuss what things you've learned to do or that you need to do to be a successful college student.

Give examples from your works and experiences in this class and other classes you are taking or have taken. Make sure to include an introduction and conclusion.

This is an informal essay like our first one in 1301, so while you need to watch your grammar and proofread carefully, it is much more a discussion between the two of us.

You may format this in either MLA or APA—whichever you prefer, just be consistent and get it right; by now you should know how to do that! 👍

Here's a bit of advice on writing a reflective essay, but if you've been keeping up with things, you're more than prepared to do this now: [Reflective Writing](#).

- **Setting up Your Portfolio Journals:** Check out the video linked on the schedule for how to set this up or the explanation I do in class. Here's the order you'll need to create journal entries in so that they are organized correctly:

1. Emblematic Essay Final
2. Emblematic Essay Cover Letter Final
3. Reflection #1
4. Media Analysis Final Essay
5. Media Analysis Cover Letter Final
6. Reflection #2
7. Final Reflection

Once you've created these, you can simply go into the journal when the assignment is due and edit it to add in the assignment needed there.