Course Title: Developmental Writing  
Instructor: David Andreas
Catalog No.: EG010  
Email: andread@sunysuffolk.edu
Section: 91499  
Mon./Fri.: 11:00 a.m. - 12:15 p.m.

Required Reading:

*The Elements of Style*, by William Strunk, Jr., and E. B. White, is an American English writing style guide. It is the best-known and most influential prescriptive treatment of English grammar and usage, and often is required reading and usage in U.S. high school and university composition classes. The original, 1918 edition of *The Elements of Style* detailed eight elementary rules of usage, ten elementary principles of composition, “a few matters of form,” and a list of commonly misused words and expressions.

Course Description:

Developmental Writing will teach you to emphasize basic writing skills, outlining, development of ideas and reading comprehension. Specific topics in grammar, punctuation, spelling, vocabulary and rhetoric are assigned according to needs of the students. Students are expected to write short expository papers which show an understanding of fundamentals of organization and effective sentence structure and which avoid gross errors in grammar and mechanics.

To complete the course, students are to submit a portfolio of four separate writing assignments amassed throughout the semester. The assignments include; one reflective letter (typed), two revised essays (typed) and one in-class timed essay (handwritten).

All pieces of writing must be clean copies. The in-class timed essay should be neatly handwritten with minimal corrections or marks on the page, and the revised essays and reflective letter must be presented without professor comments or editing marks.

Essays must meet the following criteria:

- The direction and purpose are clear.
- The reasoning is sound (there are no flaws in logic).
- The essay demonstrates a working knowledge of the literature’s content.
- The ideas are fully developed with sufficient support and detail.
- Clear organization.
- Little to no mistakes in grammar, punctuation and spelling.

Your name and your professor’s name must not appear anywhere on the portfolio. Type or neatly print your student ID number and course section number on the cover of your portfolio folder and on each piece of writing in the portfolio.
The English Department prefers the submission of all portfolios in simple, secure paper folders with pockets or in large paper envelopes. Please avoid plastic folders with the sliding binder or folders without pockets.

Portfolios will be due on **December 14, 2009**. No portfolios will be accepted after this date!!!

If you don’t submit your portfolio on time, you cannot pass this class.

**Basic Class Rules:**

You are required to pass the class through your portfolio, but you can still fail for behavioral reasons. Students who don’t meet the guidelines for basic etiquette and attendance will be required to repeat the class.

You’re allowed three absences throughout the semester, anything more will diminish your chances of passing the class. Two late arrivals will equal one absence. Sleeping will result in one absence. Students caught texting or leaving class to answer their cell phone will be considered absent.

***All electronic devices must remain off***

***All eyes must remain open***

Please refrain from leaving in the middle of class. Use the bathroom before you come in. If you have to leave early due to prior commitments, let me know ahead of time. And please don’t talk when others are talking.

Feel free to contact me with any questions or problems through e-mail. I check my account more than once per day and will catch up with you ASAP. However, I will not accept any assignments through e-mail.