

## 21W.222 Expository Writing for Bilingual Students

Fall 2023	Olivia Szabo
Section 1 MW 2:00-3:30 pm Section 2 TR 3:30-5:00 pm	Email: oliviasz@mit.edu
Classrooms: Section 1: 1-273 Section 2: 14N-325	Phone: 617-324-5881
Office hours: by appointment	Office: 14N-232

### Course Description

In this class, normally taken in your first year at MIT, you will learn the skills necessary to write successful academic papers and speak effectively in class. We will read essays and analyze these to understand the most effective ways to communicate in written form. We will work on the following skills in particular:

- Mastering rhetoric and understanding academic American writing style
- Developing, organizing, and presenting ideas clearly
- Practicing critical review and revision
- Learning strategies for making good vocabulary and grammar choices
- Gaining familiarity with online tools to aid in writing and research
- Improving confidence in oral communications

### Required materials

- *21W.222 Course Reader*—purchase from CopyTech
- Online subscription to *Vocabulary Plus* by Sherrie Nist and Carole Mohr (Subscription \$12.90 <https://www.townsendpress.com/store/basic-skills-esl/vocabulary-skills/vocabularyplus-student-access-kit-e-mailed>)
- Zotero citation software for Chrome & Desktop (free) <https://www.zotero.org/download/>
- Gmail account (free) <https://www.google.com/>
- A laptop or tablet with a keyboard for every class

### Recommended materials

- Adobe Acrobat Pro (free from MIT) to annotate pdfs

### Mask Policy

You are encouraged but not required to wear a mask indoors.

### Homework Policy

**Late papers will not be accepted unless you have gotten *prior* approval from the instructor.**

This includes drafts of papers; all drafts must be submitted in order to receive a grade for the final paper. Permission to turn in papers late will be given for emergencies only. Making work for another class or extracurricular activity a priority over this class is not an acceptable reason for an extension. Other reasons will be decided on a case-by-case basis.

Homework assignments will be given in class. Details will be posted on Canvas. Assignments should be submitted on Canvas unless otherwise specified. Missing class is not an excuse for

missing an assignment (unless you are sick, which is an excused absence, but you still need to contact your instructor via email and communicate about submitting the assignment later). Students who miss class are expected to find the assignments for the next class on Canvas.

Read the instructions for each assignment carefully and ask for clarification in class or by email if you are not sure what you should do. To get full credit for an assignment, you must follow the instructions, including word count. Turning in a paper that does not match the assignment will result in a much lower grade.

### **Attendance, Preparation & Participation**

Plan to attend every class. More than three unexcused absences will negatively affect your grade. Coming late to class three times will count as one absence. Missing a peer review class will count as two absences. A fourth unexcused absence will reduce your semester grade by 1/3 of a grade. In other words, if your grade is A-, your fourth absence will reduce it to B+ and your fifth absence will reduce it to B.

If you need to miss class for any reason, please send me an email as early as possible, so I will not worry about you. Instances where students must miss more than one week of class for any reason will be dealt with on a case-by-case basis to ensure students stay on track toward learning outcomes.

If you think that you may be required to attend meetings or do work for other classes during our class time, please change to another section or wait until you have more time. It is offered every semester.

Students are expected to participate to the best of their abilities. This includes contributing comments in full class discussions, asking questions, being active in small group discussions and thoughtfully evaluating other students' papers in peer review. Students may be required to come to the instructor's office hours or visit the writing center for additional tutoring; failure to comply will also be factored into the participation grade. If, at some point, classes go online, students who are unable to share their screen are still expected to make comments and participate fully.

No cell phone/electronic device use in class unless specified by the instructor. Devices used for checking social media apps such as Instagram, SnapChat, TikTok, Telegram, WeChat, etc., during class may be confiscated by the instructor.

### **Plagiarism**

At MIT, you are expected to do your own work. While borrowing ideas and words from others is acceptable in some cultures, it is not in the United States. **Plagiarized papers will not receive credit, and the participation grade will also be negatively affected.** Students who plagiarize a second time are likely to fail the class. We will discuss how to avoid plagiarism in future classes. Until that time, do not use material from outside sources, and do not have someone edit your paper before you submit it.

### **Using Generative AI (e.g. ChatGPT)**

This course is designed for you to learn to communicate more effectively. All the assignments in this class are also about helping you think through your own writing and articulate your own

unique ideas. The use of AI software or apps to write or paraphrase text for your paper constitutes **plagiarism**, as you did not author these words or ideas.

### Types of assignments

Work for this class will include

- *Vocabulary Plus* lessons by Sherrie Nist & Carole Mohr <http://www.townsendpress.net>.
- **Brief writing assignments** (BWAs). These short assignments (200-400 words) will include responses to readings and may also include short essays incorporating rhetorical styles studied in class, use of grammar and vocabulary in context or some combination of these elements.
- **Quizzes** on material covered in class and homework (e.g., grammar, punctuation, citations).
- **Major assignments.** You should expect to write at least 5000 words over the semester, as well as revisions of formal papers. If you receive a grade of C or lower on any papers, you may be asked to revise them again. **All preliminary work assigned, such as outlines and drafts, must be submitted for the final draft to be accepted.**
  - **Paper 1: Expanding an idea.** You will expand on short writing done for homework or in class to create a full-length paper. You will use your own experience and observations to support your point of view. In this paper, you will practice the grammar, mechanics, vocabulary and organizational skills and strategies learned in the classes so far. You will learn and practice peer review and learn to apply the advice to your paper.
  - **Paper 2: Analyzing an Argumentative paper.** You will read another author’s argumentative essay and evaluate the strengths and weaknesses of their arguments and support. You will practice skills and strategies in critical thinking and logic and adopt a more formal, academic writing style. You will begin to incorporate outside sources.
  - **Debates** You will work on a team to formulate arguments and do library research to support one side of a debate. You will present your ideas orally in a formal debate in class and submit a written summary of your research. Your work on this oral group project will lay the foundation for Paper 3.
  - **Paper 3: Using Research to Support a Position.** Using your debate work as a foundation, you will develop and narrow a thesis, then support this thesis using evidence that you have found through additional library research. You will practice incorporating source material appropriately. You will explore writing for different audiences. You will learn to expand your ideas step-by-step into a longer paper.

### Grading (Standard MIT grading scheme)

You must receive a C grade to pass the course and receive CI credit.

<b>A+</b>	100 %	to 97.0%	<b>A</b>	< 97.0 %	to 94.0%	<b>A-</b>	< 94.0 %	to 90.0%
<b>B+</b>	< 90.0 %	to 87.0%	<b>B</b>	< 87.0 %	to 84.0%	<b>B-</b>	< 84.0 %	to 80.0%
<b>C+</b>	< 80.0 %	to 77.0%	<b>C</b>	< 77.0 %	to 74.0%	<b>C-</b>	< 74.0 %	to 70.0%
<b>D</b>	< 70.0 %	to 61.0%	<b>F</b>	< 61.0 %	to 0%			

### Grading breakdown

Category	% of grade
Class preparation and participation, including impromptu speaking and peer review	15%
20 Online vocabulary assignments + review lessons	5%
Quizzes on grammar, mechanics, and readings	5%
Brief Writing Assignments (200-400 words each)	15%
Paper 1 (750-1000 words) Draft 1: 5%; Draft 2: 7.5%	12.5%
Paper 2 (1000-1250 words) Draft 1: 5%; Draft 2: 10%	15%
Debates and debate plan	12.5%
Paper 3: Position Paper (1250-1750 words) Proposal: 1%, detailed outline 3%, Draft to instructor: 6%, final draft 10%	20%
TOTAL	100%

### Format

All out of class writing assignments (including BWAs) must be typed and double spaced, Times Roman 12-point type, with standard margins (top/bottom 1", L/R 1.25") to allow for comments and corrections. Your name should be on the top of each page, even if you are submitting it on Canvas.

### The MIT Writing and Communication Center (WCC) It's free! Take advantage.

The Writing and Communication Center offers **free** weekly one-on-one professional advice from communication experts with advanced degrees and publishing experience. The WCC can help you further develop your oral communication skills and learn about all types of academic and professional writing. **THIS INCLUDES SPEAKING PRACTICE.** You can learn more about the WCC consultations at <http://cmsw.mit.edu/writing-and-communication-center> and register with the online scheduler to make appointments through <https://mit.mywconline.com>. Please note that the WCC hours are offered on Monday-Friday, 9:00 a.m.-6:00 p.m., and fill up fast.

## Fall 2023 Schedule (Subject to change)

**Note 1:** Some due dates do not fall on class days. Always check Canvas for the exact due dates! Pay attention to your section number!

**Note 2:** Because some of the materials will only be accessible online, please bring a reading device (laptop, tablet) to each class.

W	#	D	Date	Topics	Homework Due
1	1	W R	Sep. 6 Sep. 7	<ul style="list-style-type: none"> <li>• Introduction to the syllabus</li> <li>• Introductions</li> <li>• Discussion: Education</li> <li>• Writing sample in class</li> </ul>	<ul style="list-style-type: none"> <li>• Information form due by end of class</li> <li>• Writing sample due by end of class</li> </ul>
2	2	M T	Sep. 11 Sep. 12	<ul style="list-style-type: none"> <li>• Thesis statements</li> <li>• Audience &amp; purpose</li> <li>• Supporting a claim</li> <li>• Grammar: verb tenses</li> </ul>	<ul style="list-style-type: none"> <li>• <b>BWA 0:</b> Introduction. Upload selfie and bio to discussion board</li> <li>• <i>Sign up for online vocabulary lessons</i></li> <li>• <u>Online discussion</u> topic: Generative AI</li> </ul>
	3	W R	Sep. 13 Sep. 14	<ul style="list-style-type: none"> <li>• Grammar: Verb tense review (Kahoot!)</li> <li>• How to write an email</li> <li>• Editing symbols</li> <li>• <b>Quiz #1:</b> Syllabus</li> </ul>	<ul style="list-style-type: none"> <li>• <b>BWA 1:</b> <i>Mother Tongue</i> (Amy Tan) and <i>Accent—My Enemy or My Best Friend</i> (Mystery Student #1) Reading response</li> <li>• Prepare for <b>Quiz #1:</b> Syllabus</li> <li>• <i>Online Vocabulary—Lesson 1</i></li> </ul>
3	4	M T	Sep. 18 Sep. 19	<ul style="list-style-type: none"> <li>• Reader-friendliness (Mystery Student 1)</li> <li>• Grammar continued: verb tenses</li> <li>• Paragraph structure</li> <li>• <b>Quiz #2:</b> Editing symbols</li> <li>• Freewriting exercise</li> </ul>	<ul style="list-style-type: none"> <li>• <b>BWA 2:</b> Reading: <i>The Equality of Languages</i> (David Crystal) Answer questions + verb tense practice</li> <li>• Prepare for <b>Quiz #2:</b> Editing symbols</li> <li>• <i>Online Vocabulary—Lesson 2</i></li> </ul>
	5	W R	Sep. 20 Sep. 21	<ul style="list-style-type: none"> <li>• Grammar: Relative Clauses</li> <li>• Punctuation Workshop</li> <li>• Metaphor &amp; Simile</li> <li>• <b>Quiz #3:</b> Verb tenses</li> </ul>	<ul style="list-style-type: none"> <li>• <b>BWA 3:</b> <i>Paragraph Structure</i> (Oshima)</li> <li>• Prepare for <b>Quiz #3:</b> Verb tenses</li> <li>• <i>Online Vocabulary—Lesson 3</i></li> </ul>
4	6	M T	Sep. 25 Sep. 26	<ul style="list-style-type: none"> <li>• Discussion: Paper 1 (Mystery Students 2, 3 &amp; 4)</li> <li>• Brainstorming Paper 1 (Personal Essay)</li> <li>• Introductions &amp; Conclusions for Personal Essays</li> </ul>	<ul style="list-style-type: none"> <li>• <b>BWA 4:</b> Read <i>Paper 1</i> (Mystery Students 2, 3 &amp; 4) and answer questions</li> <li>• Reading: <a href="http://integrity.mit.edu">integrity.mit.edu</a></li> </ul>

				<ul style="list-style-type: none"> <li>Peer review training – Paper 1 (Mystery Students 2, 3 &amp; 4)</li> <li><b>Quiz #4:</b> Academic integrity</li> </ul>	<ul style="list-style-type: none"> <li>Prepare for <b>Quiz #4:</b> Academic integrity</li> <li><i>Online Vocabulary—Lesson 4</i></li> </ul>
	7	W R	Sep. 27 Sep. 28	<ul style="list-style-type: none"> <li><b>Peer review in class</b> of Paper 1 draft</li> <li>Begin revision of Paper 1</li> </ul>	<ul style="list-style-type: none"> <li><b>BWA 5:</b> <u>Online discussion</u>. Peer review practice (Mystery student 5)</li> <li><b>Upload Paper 1 peer review draft for your partner(s) and submit on Canvas</b></li> <li><i>Online Vocabulary—Lesson 5</i></li> </ul>
5	8	M T	Oct. 2 Oct. 3	<ul style="list-style-type: none"> <li>Evaluating sources</li> <li>Quoting sources</li> <li>Grammar: Gerunds &amp; Infinitives</li> <li>Paraphrasing/Citations</li> </ul>	<ul style="list-style-type: none"> <li><b>Paper 1 to instructor</b> (This paper will be rewritten again, due one week from the time it is received back by the student.)</li> <li><b>BWA 6:</b> Academic Style</li> <li>Bring a laptop or tablet to class</li> <li><i>Online Vocabulary—Lesson 6 + Unit 1 Review</i></li> </ul>
	9	W R	Oct. 4 Oct. 5	<ul style="list-style-type: none"> <li>Punctuation workshop</li> <li>Research: Library resources</li> <li>Fact checking</li> <li>Scavenger hunt!</li> <li>Introduction to logical analysis</li> </ul>	<ul style="list-style-type: none"> <li><b>BWA 7:</b> Logical Analysis</li> <li>Prepare for <b>Quiz #5:</b> Punctuation</li> <li><i>Online Vocabulary—Lesson 7</i></li> </ul>
<b>No classes on Monday, Oct. 9 and Tuesday, Oct. 10 because of Indigenous People’s Holiday</b>					
6	10	W R	Oct. 11 Oct. 12	<ul style="list-style-type: none"> <li><b>Quiz #5:</b> Punctuation</li> <li>Active Reading: Strategies for Critical Reading</li> <li>Discussion of student analysis paper</li> <li>Structuring your analysis paper</li> </ul>	<ul style="list-style-type: none"> <li><b>BWA 8:</b> Bibliography Practice</li> <li>Prepare for <b>Quiz #6:</b> Citations</li> <li><i>Online Vocabulary—Lesson 8</i></li> </ul>
7	11	M T	Oct. 16 Oct. 17	<ul style="list-style-type: none"> <li><b>Quiz #6:</b> Citations</li> <li>Sample text &amp; analysis</li> <li>Academic Voice</li> <li>Synonyms for “say”</li> </ul>	<ul style="list-style-type: none"> <li><b>Final version of Paper 1</b></li> <li><i>Online Vocabulary—Lesson 9</i></li> </ul>
	12	W R	Oct. 18 Oct. 19	<ul style="list-style-type: none"> <li>Structuring your critical analysis essay</li> <li>Work on critical analysis essay outline</li> </ul>	<ul style="list-style-type: none"> <li><b>BWA 9:</b> Critical Reading Exercise</li> <li>Critical Analysis Outline due?</li> <li><i>Online Vocabulary—Lesson 10</i></li> </ul>

				<ul style="list-style-type: none"> <li>Midterm conferences</li> </ul>	
8	13	M T	Oct. 23 Oct. 24	<ul style="list-style-type: none"> <li>Peer Review: Paper 2</li> <li>Begin paper 2 revision in class</li> <li>Midterm conferences</li> </ul>	<ul style="list-style-type: none"> <li><b>BWA 10:</b> Online discussion: Watch previous class debates &amp; answer questions (Mystery students 7-14)</li> <li>Critical Analysis Outline due</li> <li><i>Online Vocabulary—Lesson 11</i></li> </ul>
	14	W R	Oct. 25 Oct. 26	<ul style="list-style-type: none"> <li>Discuss debate video</li> <li>Form debate groups</li> </ul>	<ul style="list-style-type: none"> <li>Final group annotated bibliography &amp; debate plan due by October 29</li> <li><i>Online Vocabulary—Lesson 12 + Unit 2 Review</i></li> </ul>
9	15	M T	Oct. 30 Oct. 31	<ul style="list-style-type: none"> <li>Oral citations</li> <li>Online research review</li> <li>Work on debates in class</li> </ul>	<ul style="list-style-type: none"> <li><b>BWA 11:</b> Read two opposing position papers (Mystery students 14 &amp; 15)</li> <li><i>Online Vocabulary—Lesson 13</i></li> </ul>
	16	W R	Nov. 1 Nov. 2	<ul style="list-style-type: none"> <li><b>Debates in class</b></li> </ul>	<ul style="list-style-type: none"> <li><b>Final version of Paper 2 (optional)</b></li> <li><i>Online Vocabulary—Lesson 14</i></li> </ul>
10	17	M T	Nov. 6 Nov. 7	<ul style="list-style-type: none"> <li>Discussion: position paper readings; debate format vs. position papers</li> <li>In-text citations</li> </ul>	<ul style="list-style-type: none"> <li>Complete proposal questionnaire and brief outline for position paper</li> <li><i>Online Vocabulary—Lesson 15</i></li> </ul>
	18	W R	Nov. 8 Nov. 9	<ul style="list-style-type: none"> <li>In-text citations: Changing quoted text</li> <li>Incorporating sources exercise</li> <li>Paraphrasing and summarizing numbers and data sets</li> </ul>	<ul style="list-style-type: none"> <li>Position paper detailed outline</li> <li><i>Online Vocabulary—Lesson 16</i></li> </ul>
11	19	M T	Nov. 13 Nov. 14	<ul style="list-style-type: none"> <li>Expanding support</li> <li>Grammar: Cause and effect</li> <li>Additional library research in class</li> </ul>	<ul style="list-style-type: none"> <li><b>Position paper draft to partners (1000 words minimum)</b></li> <li><i>Online Vocabulary—Lesson 17</i></li> </ul>
	20	W R	Nov. 15 Nov. 16	<ul style="list-style-type: none"> <li>Read and make position papers in class</li> </ul>	<ul style="list-style-type: none"> <li><i>Online Vocabulary—Lesson 18 + Unit 3 Review</i></li> </ul>
12	21	M T	Nov. 20 Nov. 21	<ul style="list-style-type: none"> <li>Peer review of Paper 3 (Position paper) in class</li> </ul>	<ul style="list-style-type: none"> <li><i>Online Vocabulary—Lesson 19</i></li> </ul>

**No classes on Wednesday, Nov. 23 and Thursday, Nov. 23 because of the Thanksgiving Day Holiday**

13	22	M T	Nov. 27 Nov. 28	<ul style="list-style-type: none"> <li>Vocabulary and grammar review</li> <li>Review: grammar, paraphrasing, citations (details TBA, based on student needs)</li> </ul>	<ul style="list-style-type: none"> <li><b>Position paper draft to instructor (1250 words minimum), including annotated bibliography and one-page outline</b></li> <li><i>Online Vocabulary—Lesson 20</i></li> </ul>
	23	W R	Nov. 29 Nov. 30	<ul style="list-style-type: none"> <li>Individual Conferences: Group 1</li> </ul>	<ul style="list-style-type: none"> <li>Group 1: Read comments from instructor prior to meeting.</li> <li><b>Minimum one additional argument or counterargument (250-500 words) and revised 1 page outline for Paper 3</b></li> </ul>
14	24	M T	Dec. 4 Dec. 5	<ul style="list-style-type: none"> <li>Individual Conferences: Group 2</li> </ul>	<ul style="list-style-type: none"> <li>Group 2: Read comments from instructor prior to meeting.</li> <li><b>Minimum one additional argument or counterargument (250-500 words) and revised 1 page outline for Paper 3</b></li> </ul>
	25	W R	Dec. 6 Dec. 7	<ul style="list-style-type: none"> <li>Individual Conferences: Group 3</li> </ul>	<ul style="list-style-type: none"> <li>Group 3: Read comments from instructor prior to meeting.</li> <li><b>Minimum one additional argument or counterargument (250-500 words) and revised 1 page outline for Paper 3</b></li> <li><b>Group 1 Final position paper due</b></li> </ul>
15	26	M T	Dec. 11 Dec. 12	<ul style="list-style-type: none"> <li>Last day for Section 2: Class evaluation</li> <li>Wrap up for Section 2</li> </ul>	<ul style="list-style-type: none"> <li><b>Group 2 Final position paper due</b></li> </ul>
	27	W	Dec. 13	<ul style="list-style-type: none"> <li>Last day of Section 1: Class evaluation</li> <li>Wrap up for Section 1</li> </ul>	<ul style="list-style-type: none"> <li><b>Group 3 Final position paper due</b></li> </ul>