Fall 2015  
ENGL3370 Sec 0  
Methods of Teaching English  
James Uhlenkamp, instructor  
Office: 309 Higdon  Phone: 641-784-5221  
Office hours: MWF 9:00-3:00.  
Email: uhlenkam@graceland.edu  

Required text:  

Course objectives:  
1. to develop a holistic, practical approach to teaching language arts that integrates the linguistic and communicative threads of speaking, listening, reading and writing. (InTASC 3,4,7, 8)  
2. to identify and defend the characteristics of quality young adult literature (InTASC 1,4,5,7,8, 9)  
3. to learn basic composition, literary and language theory in order to apply it to practical classroom practice. (InTASC 4, 5, 7, 8)  
4. to develop an understanding of curricular scope and sequence (InTASC 9, 10)  
5. to plan and evaluate classroom instruction (InTASC 1, 2, 3, 4, 5, 6, 7, 8)  
6. to learn the and reasons methods for assessing student performance (InTASC 6, 7, 8)  
7. to demonstrate professionalism and collaboration (InTASC 9, 10)  
8. to use reflection as a tool for developing and improving instruction (InTASC 9, 10)  

Course Description:  
English Methods introduces you to and gives you practice in the presentation, procedures, processes activities and techniques that competent teachers of literature, language and composition should possess. The course is guided by the philosophy that a teacher is a helping, reflective professional who  

(1) is concerned with students as individuals struggling to gain knowledge, and  
(2) is skillful at analyzing teaching practices for their effectiveness in fulfilling the educational, social and personal goals of the teacher, the student and the school.  

Reading the textbooks  
This course assumes that as a prospective English teacher, you are ready and able to practice the skills of an independent scholar and investigator. You will be asked to read between 20 and 60 pages in preparation for most class sessions. The class discussion will assume that you have read the assigned readings, and that you understand them. It is your responsibility to ask questions if you do not understand parts of the reading, and time will be set aside at the beginning of each class for questions on the readings. You may also, of course, ask questions during my office hours, which are posted at the top of the syllabus.  

It is also your responsibility to take notes as you read, and these notes will form part of your course grade. You will be asked to enter these notes into an area on My Graceland that will be accessible only to you.
and me. I will check at the end of each week to see that the notes for that week have been completed and assign a grade based on completion of the notes. The content of the notes should indicate that you have read and thought about the assigned readings. These notes may be a simple summary of the readings, your reaction to that reading or possibly simply questions about the reading. These questions could include simple vocabulary issues, connections between the assigned reading and some other portion of the course, or any other questions that might arise as you read.

**Estimate of Learning Time**

A three hour class is expected to require a minimum of 105 hours of learning time. You will accumulate that learning time as follows:

<table>
<thead>
<tr>
<th>Activity</th>
<th>Hours</th>
</tr>
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<tbody>
<tr>
<td>Reading the textbooks</td>
<td>30</td>
</tr>
<tr>
<td>Class attendance</td>
<td>45</td>
</tr>
<tr>
<td>Working on essays</td>
<td>15</td>
</tr>
<tr>
<td>Working on units and lessons</td>
<td>25</td>
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</tbody>
</table>

You will note that this comes to more than the minimum 105 hours. That is all to the good, and still only a decent start.

**Class Attendance**

Students are expected to attend classes regularly, be punctual, and complete all work whether present or not. Whenever possible, the opportunity for making up coursework missed as a result of an excused absence is to be worked out between the instructor and the student upon the student’s initiative.

Excused absences include the following:

a. The student has contacted the faculty member prior to the absence due to a University sponsored activity,

b. The student has contacted the faculty member prior to the absence and the faculty member concurs that the absence is unavoidable and legitimate.

c. For Lamoni students, the Dean of Students (or faculty member) determines that the student has missed classes/assignments due to factors beyond the student’s control (i.e. illness, family misfortune, etc.) and the faculty member concurs.

d. For non-Lamoni students, the faculty member makes the determination and, when appropriate, the Dean of School, or his or her designate, concurs that the absence was unavoidable and legitimate.

All other absences are considered unexcused, in which case the instructor is not obligated to provide an opportunity for making up coursework for credit.


**Academic Integrity Policy**

Academic integrity is a highly valued principle that undergirds all facets of academic life at Graceland University. Adherence to principles of honesty is a requisite for preparing students as competent responsible persons. Students admitted to the university are expected to uphold standards of academic integrity, i.e. the avoidance of fraud, plagiarism and cheating in any form.

1. **FRAUD.** Fraud is the act of deceit or misrepresentation.
   1. The following list describes ways to avoid the most common forms of fraud.
   2. Do not alter or falsify or misrepresent an academic document.
   3. Do not help someone alter or falsify an academic document.
   4. Do not communicate false information whether oral, written, electronic or nonverbal.
   5. Do not forge signatures.

2. **PLAGIARISM.** Plagiarism is representing someone else’s work as your own.
   1. The following list describes ways to avoid the most common forms of plagiarism.
   2. Set off all direct quotations within quotation marks or within the text in a block quote form. To fail to indicate direct quotations by one of these two methods is to commit plagiarism even if the failure is accidental and even if you give the source of the quotation. In a speech you must also indicate the beginning, ending and source of all direct quotations to the audience.
   3. If you derive an idea from another source, cite the source unless the idea is common knowledge, that is, unless people familiar with the subject you are discussing are aware of the idea.
   4. Cite the source of paraphrased material and avoid excessive paraphrasing. Too much paraphrasing minimizes your contribution.
   5. Submit papers that consist substantially of your own work. Do not buy, borrow or use complete, or nearly complete, papers from any source, electronic or otherwise.

3. **CHEATING.** The following list describes ways to avoid the most common forms of cheating.
   1. Do not give assistance to, or receive assistance from, another person, or use unauthorized notes, books, etc., when an examination or assignment is supposed to be your own work.
   2. Do not falsify research results or violate codes for the treatment of human or animal subjects.
   3. Do not violate the policies of proctors, preceptors or supervisors.
   4. Do not use an electronic copy of another person’s work as the starting point of your own work without the instructor’s permission.
   5. On collaborative works, include the names of all participants on any copies that are submitted for evaluation.

An instructor may assign a grade of "F" for the course in cases of fraud, plagiarism and/or cheating. When an "F" grade is assigned, the student may not drop the course. All cases of fraud, plagiarism and/or cheating will be reported to the respective dean or division chair, and dean of
faculty. Violation of the academic integrity policy may have additional consequences including sanctions or dismissal from a program or from Graceland University.

4. Include the policy for Final Examinations from the Graceland Catalog:

**Final Examinations**

All classes will meet during final examination week for a meaningful, educational experience, i.e., examination, presentations, discussion, lecture, etc. Scheduled examination times will be published in each course syllabus and the Schedule of Classes.

Students having more than two final examinations on a single day, as evidenced by the Final Examination Schedule, should be permitted to reschedule their examinations so as not to exceed two examinations on a single day. However, rescheduling will not be permitted for the first two exams on a single day based on the final exam schedule. The rescheduling needs to be determined before the last day of classes for the semester. If arrangements cannot be made on an informal basis, the Dean of Faculty will initiate a request for the student to be granted relief from having to take more than two exams on a single day. Travel arrangements are not justification for requesting changes in the final examinations schedules.

5. Finally, include the following ADA statement:

Graceland University complies with the Americans with Disabilities Act. Students requesting accommodations should contact Susan Knotts, Director of Student Disability Services (203 Zimmermann; knotts@graceland.edu> 641-784-5421). In order to provide appropriate accommodations in a timely manner, students are encouraged to contact the Director of Student Disability Services as early in the term as possible.

As you prepare your syllabi for the fall semester there are some dates that you need to be aware of as you plan your courses. There is an Environmental symposium planned for Friday, October 16th. Time and location will be announced soon.

Other important dates for the Fall Semester, 2015 are:

**Fall Semester 2015**

- **Classes Begin:** Tuesday, September 1, 2015
- **1st Quarter:** September 1 - October 16
- **2nd Quarter:** October 19 - December 11
- **Homecoming Weekend:** Friday, October 16 - Sunday, October 18
Fall Break Begins: Friday, October 23 (5:00 p.m.)

Classes Resume: Wednesday, October 28 (8:00 a.m.)

Thanksgiving Recess Begins: Tuesday, November 24 (9:00 p.m.)

Classes Resume: Monday, November 30 (8:00 a.m.)

Fall Classes End: Friday, December 11, 2015

Semester Exams: December 14 - December 17

Christmas Break Begins: Thursday, December 17, 2015 (5:00 p.m.)

Incompletes must be removed by Thursday, December 17, 2015

<table>
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<tr>
<th>Final Examination Schedule - Fall 2015</th>
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<tbody>
<tr>
<td><strong>Monday</strong></td>
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<tr>
<td>Dec. 14</td>
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<tr>
<td>8:00 a.m.</td>
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<tr>
<td>10:00 a.m.</td>
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<tr>
<td>1:00 p.m.</td>
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<tr>
<td>3:00 p.m.</td>
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Mon - Wed Evening classes at regular time and day*

Assignments

For each chapter, you will present a "For Your Journal" response. These appear in the course schedule. The responses should be typed, and they will be handed in via the Journal item in the DropBox. These are due at the scheduled times. Grades for these spring from the evident effort and thoroughness of completion. These are in addition to the other assigned writings, which we will discuss in class.