**Calendar of Assignments**

<table>
<thead>
<tr>
<th>Date</th>
<th>Assignment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Feb. 7</td>
<td>Introduction and first-day writing sample.</td>
</tr>
<tr>
<td>Feb. 9</td>
<td>Identifying effective writing; discussion of form and content. Reflection on <em>College Survival Skills</em></td>
</tr>
</tbody>
</table>

Between Thursday and Tuesday, use strategies we discussed last Thursday to improve the writing you did on the first day. If possible, type your writing.

<table>
<thead>
<tr>
<th>Feb. 14</th>
<th><strong>Due</strong>: First Informal Writing: your first day writing sample, revised, edited, and proofread. Conferences in class. <em>College Survival: Taking Responsibility</em></th>
</tr>
</thead>
<tbody>
<tr>
<td>Feb. 16</td>
<td>Discussion and writing exercise. Conferences in class. <em>College Survival: Obstacles and Bridges</em></td>
</tr>
</tbody>
</table>

Between Thursday and Tuesday, keep a list of all your networking, texting, or gaming activity. Use the form provided in class (also available online) to monitor your activity and to reflect on it.

<table>
<thead>
<tr>
<th>Feb. 21</th>
<th><strong>Due</strong>: Technology Activity Log and Reflection. ALSO: Today we look at the guidelines for the first formal essay. <em>College Survival: Healthy Habits of Mind, Overview</em></th>
</tr>
</thead>
</table>

Between Thursday and Tuesday, Review the guidelines for the assignment “Analysis of Narrative” and **write** the narrative portion of the assignment (Part 1).

<table>
<thead>
<tr>
<th>Feb. 28</th>
<th><strong>DRAFT DUE</strong>, Part 1, Narrative. Writing Workshop. Bring <strong>two copies</strong> of your draft of PART 1, one for the teacher to collect, and one to work on in small groups. <em>College Survival: Healthy Habits, Wise Choices</em></th>
</tr>
</thead>
<tbody>
<tr>
<td>Mar. 1</td>
<td>Accepting feedback. Today, you will get general feedback from groupmates and the teacher so that you can revise your narrative to make it as powerful as possible. <em>College Survival: Healthy Habits-- Knowing what resources are available</em></td>
</tr>
</tbody>
</table>
Between Thursday and Tuesday, Write Part 2 of the assignment “Analysis of Narrative.” Also consider the suggestions of your classmates and the teacher as you revise and polish Part 1.

Mar. 6 **DRAFT DUE,** Complete draft, Parts 1 AND 2 of Analysis of Narrative. Bring two copies.
College Survival: Healthy Habits, Being responsive to feedback

Mar. 8 **DUE First Formal Essay: Analysis of Narrative.** Papers are due at the beginning of class. Required inclass activity, Proofreading Workshop, worth 10 quiz points.
College Survival: Healthy Habits, Self-evaluation

Between Thursday and Tuesday, carefully read and study the reading assignment (to be announced). Make notes in the margins of the reading in preparation for discussion and in-class timed writing.

Mar. 13 Important instruction and discussion. In class, students will get instructions for the in-class timed writing we’ll be doing next time. ALSO we will discuss the reading so that students can be more confident in their timed writing.
College Survival: The Learning Process, overview

Mar. 15 **In-class Writing in Response Reading.** Prepare BEFORE CLASS by studying the assigned reading and the notes you took during discussion.

Between Thursday and Tuesday, write about a specific experience you have had learning a new skill (500 words). Describe in detail the challenges or obstacles you faced in the learning process, and explain in detail how you met the challenges or overcame the obstacles. After completing the first draft, edit your writing to make it stronger. Try reading it out loud to yourself and listen for strengths and weaknesses.

Mar. 20 **DUE: Informal Writing** (500 words) described above.
Also today: Introduction to Formal Essay 2: **Descriptive Analysis.** Review of essay form, writing tips, and editing strategies.
College Survival: The Learning Process—Prior Knowledge

Mar. 22 Selecting topics and getting started.
College Survival: The Learning Process—Cultural Background

Between Thursday and Tuesday, write a rough draft of your Descriptive Analysis Essay (guidelines distributed in class last week, also available online). After completing the first draft, edit your writing to make it stronger. Try reading it out loud to yourself and listen for strengths and weaknesses.
Mar. 27  **Draft Due,** Descriptive Analysis. Feedback Workshop. Bring TWO DRAFT COPIES of the paper that is due on Thursday. This is your opportunity to get some feedback and make your essay stronger.

Mar. 29  **DUE:** Descriptive Analysis. Proofreading Workshop: 10 Quiz Points.

**College Survival: Principles of Time Management**

Between Thursday and Tuesday, complete a Weekly Planner form for next week. Remember to consult all of the assignments due in all of your classes AND your work schedule, as well as other obligations to yourself or others. As you schedule study time, you must be very specific in order to make the most of the Weekly Planner.

April 3  **DUE:** Weekly Planner Form (This form and instructions were distributed last week. They can be found on page 8 of “Worksheets” online and page 7 of the “Study Skills Packet” online

April 5  Conferences in class; students work independently on editing their Descriptive Analysis essays.

April 9 – 15  **SPRING BREAK**

April 17  Introduction to Case Studies Assignment

April 19  In-class timed writing preparation: Get ready BEFORE CLASS by reading the case study assigned to your group. Reflect carefully on the focus and discussion questions.

Between Thursday and Tuesday, review the Case Study assigned to your group, and go over the notes you took in class last week. Also review strategies for taking Essay Exams (handed out on March 14 and also available online). You may also do research to find more information or evidence on your topic, but don’t forget that you need to identify the precise source of any found information that you add to your essay.

April 24  Timed Writing: Case Study. Be sure you bring your copy of the reading and all your notes. If you found additional information that you hope to use in your essay, be sure you are able to cite the precise source of the additional material.

April 26  Group Work. Again, be sure you have your copy of the Case Study. Your group will have time in class to work on presentations.
Between Thursday and Tuesday, work on group presentations. If your group has already assigned tasks, you may work independently or with others in your group. If your group has not divided tasks, then meet with your group outside of class to form a plan.

May 1  Introduction to the next formal essay: Making an Argument and Supporting it with Evidence (1,000 words). This essay can be based on your group’s Case Study, or you can select a different topic.

May 3  Group Presentations and Writing Workshop

May 8  Writing Workshop: Bring a draft of the paper that is due on Thursday. This is your opportunity to get some feedback and make your essay stronger.

May 10  DUE: Formal Essay (1,000 words). Making an Argument and Supporting it with Evidence (guidelines distributed in class last week, also available online).

Between Thursday and Tuesday, gather together all of the work you have done so far in this class and review all of the feedback you have received. Reflect on the writing you have done and identify your strengths. You will need to have all of your work with you when you meet on Tuesday.

May 15  Workshop and conferences: What work will you polish for your portfolio? What improvements can you make to your selections?

May 17  Review of Cover Letter for the portfolio, format and content; more workshop and conferences.

Between Thursday and Tuesday, work on editing the two essays you plan to include in your portfolio, and write a draft of your coverletter (guidelines were handed out in class and are also available online). ALSO read the selection

May 22  Portfolio Workshop. Note: your portfolio must be completed and turned in during class on Thursday.

May 24  DUE: Portfolios NO LATE PORTFOLIOS ACCEPTED.

May 29  Final Conferences by appointment (required). You will get your portfolio back and learn about your grade for the course. I will also make recommendations for next semester.