

Believe – Achieve – Succeed

Course Description: Reading and writing, believe it or not, are serious business. This course is designed to integrate the study of literature, grammar, vocabulary, and writing with an emphasis on the writing in college, career, and leisure settings. In preparation for the rigor of college courses, the workplace, and the unpredictability of life experiences, this class is for ambitious, hard-working students. We will focus on the writing process, current research materials, oral and written responses to literature, vocabulary study, and grammatical skills based on the Georgia Performance Standards. To view the standards, please visit www.georgiastandards.org. **This class is challenging; however, if you are willing to put in the effort, you will find that hard work can be very rewarding!**

Objectives:

By the end of this course, you should have learned...

- To develop skills in effective analytical, expository, and argumentative writing through an understanding of the rhetorical appeals (ethos, logos and pathos) and/or your chosen career field.
- To develop facility with the writing process from invention through editing a final product.
- To understand and employ a variety of rhetorical modes and techniques of persuasion.
- To acquire reasonable mastery of standards of senior/college-level prose writing.
- To incorporate and document additional textual materials to strengthen and support arguments.
- To acquire reasonable mastery of the writing of resume, cover letter, instructions, memos, letters (requesting info, sending info, changing info [addendum], reference, business reports, etc.
- To incorporate and document additional textual materials to strengthen and support arguments/position as applied to a business plan, writing portfolio, or employment portfolio.
- To write a business plan or complete an application package/portfolio to three potential employers in your desired field.

Senior Project: Students will be required to complete a career based senior project this year. It is critical that the student takes this project seriously and meets all required deadlines.

In addition to the texts, students will need the following:

1. Two spiral notebooks (one for vocabulary, one for journaling and notes)
2. Pens, pencils, and paper
3. One flash drive (1 GB or greater)
4. One **Gmail** address
5. One great attitude

Grading Policies:

Summative Assessment* (projects, tests, writing assignments):	71%
Formative Assessment* (class work, selected homework):	29%
Final Exam (EOCT):	20%

Informal Work (participation, etc.): 0%--However, informal grades may still be recorded to document student participation.

*Some assignments in these categories may be more heavily weighted than others.

Late Work: Summative assignments turned in after the due date will be penalized 10 points for each day the assignment is late.

Online Grades: Student grades and attendance can be accessed through the Paulding School System website at www.paulding.k12.ga.us. Complete directions for the use of Infinite Campus will be available on the site.

School Wide Mastery Learning Guidelines

At SPHS, we believe in teaching for mastery. We understand that at times that students struggle and need a little extra time and effort to master content material in order to be successful on assessments. With this in mind, we have developed the following guidelines for grade recovery throughout the semester.

Grade mastery opportunities will be offered on summative assessments in each class.

Students may participate in recovery only if they have....

- Attempted the summative assessment (they turned it in).
- Failed the assessment (earned a grade below a 70%)
- Initiated the mastery process (It is the student's responsibility to initiate the recovery attempt and complete all requirements including the reassessment within the two week window.)
- Completed remediation task assigned by teacher (written reflection, tutoring, research, etc.) prior to reassessment.

Mastery task and reassessment must be completed within two weeks of receiving a failing summative grade. Students participating in mastery may be asked to complete informal or formative tasks and/or summative assessment before school, after school, or during class time at the discretion of the teacher.

Class Expectations:

1. Be on time and prepared.
2. Respect yourselves and each other.
3. Respect your teacher.
4. Respect your environment.
5. Follow directions the first time.

Consequences:

1. Conference with student
2. Conference with student plus parent phone call
3. Detention
4. Referral to administration

Attendance, Tardy, & Make-up Policies: Please refer to the student handbook for board policies. Attendance records may be viewed at the PCSD Parent Portal at any

PLEASE SIGN AND RETURN THE FOLLOWING

I have read the Advanced Composition syllabus and am aware of the academic and behavioral expectations of Advanced Composition students.

Student's Name (printed)

Parent/Guardian's Name (printed)

Student's Signature

Parent/Guardian's Signature

Date

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