

## Effective Writing 9-12 with SAT Essay Prep, Honors Optional 2014-15 Student/Parent Class Agreement

Teacher Contact: John Jenkins ([john@rpclasses.com](mailto:john@rpclasses.com) or 703-507-9379)

**Effective Writing** is an honors-optional class teaches college and professional writing techniques that develop a student's critical thinking, research and organizing skills, natural writing voice, and effective communication through essays. Class includes SAT timed essay preparation and practice.

### *What Students Will Learn*

Students will learn how to: 1) research and select effective essay/paper topics, 2) organize, plan, and structure a paper, 3) understand and avoid plagiarism through documenting sources with footnotes, 4) write and rewrite a paper using accepted college formats, and 5) use techniques for developing original thinking so that every paper is written with purpose. This class can be taken as an Honor's class with additional reading, research and writing required.

**PREREQUISITES.** Introduction to Effective Writing or ability to write complete sentences and paragraphs, basic grammar, spelling, capitalization, double-spacing, indents and formatting rules, including footnotes.

### *Requirements*

1. Please read the detailed class description for any prerequisites. Availability of a computer, email and internet on a daily basis, with 3 hours of homework per week.
2. Throughout the year, students will develop and maintain a 3-ring class notebook containing all of the school years research, in-class and homework assignments (in-progress and completed) and handouts. A key component of the notebook is the Grade Sheet. Students are required to keep a record of all assignments (assignment name, due date, grade). Failure to maintain a class notebook can result in suspension from class until the notebook is updated.
3. Students will also complete up to 20 in-class or take home writing/reading exercises. Failure to turn in an assignment on time can

result in the lowering of the student's grade of one grade level per week.

4. There are no make-up classes for missed days. Students must initiate communication with the teacher or a classmate to find out the week's assignments if the class homework guide does not already state the assignment. As long as a student completes an assignment on time and according to the assignment's requirements, there are no penalties. Use USPS stamp mail for any late assignments.

5. Final grades will be given on a standard 4.0 scale and a grading rubric given in class. Semester grades will also be provided at year end. Parents and students should track student progress using the Grading Sheet provided the first day of class. This is a 1 credit class.

6. All homework assignments are posted at [rpclasses.com/homework](http://rpclasses.com/homework) by class.

7. Material/copy fees: \$35. No books will need to be purchased.

### *Parent's Involvement*

- 1) Obtain and read the *Getting Started* document for Mr. Jenkins classes from [www.rpclasses.com](http://www.rpclasses.com)
- 2) Monitor a student's homework schedule
- 3) Monitor the student's class notebook
- 4) Collect the student's assignment grades
- 5) Read the class N-G-E evaluation system and grading rubrics

Student Signature

Parent Signature

**Please keep a copy of this agreement for your records. Return the second copy with your student before the 3<sup>rd</sup> week of class.**