

Fall 2013 CALENDAR_ENGL 235 (item # 1181; Section B) M/W @ 3:00 pm – 5:10 pm in N202
Reading/Writing Assignments and Deadlines * (Dates = DUE dates)*****
“Due” time: 11:59 pm @ Canvas (EXCEPTION: presentation assignments)

Week #	Monday	Tuesday	Wednesday	Thursday	Friday
Sept. 1	23 Fall Quarter Begins Chapters 1 and 3 (9) ppts True Colors/Wed. assign. Assignment (I*) due: Day 1 Memo	24	25 Assignment 1 (G/P) due: Chapter 1, Ex. 3	26	27
Sept. – Oct. 2	30 Chapter 2 ppt. Introduce “Playing the Name Game” assign.	1	2 Assignment 2 (G/W) due: “Playing the Name Game”	3	4
Oct. 3	7 Chapter 4 ppt. Introduce “Apology Letter to China” assign.	8	9 Assignment 3 (G/W) due: “Apology Letter to China”	10	11
Oct. 4	14 Chapter 6 ppt. Introduce Writing Issues handout	15	16 Assignment 4 (G/P) due: “Writing Issues”	17	18
Oct. 5	21 Chapters 9 and 10 ppt Introduce Project A	22	23 College Issues Day No classes	24	25
Oct. 6	28 Chapter 5 ppt Introduce Project B and “Primary Research Methods” assign. Assignment (I) due: Project A	29	30 Introduce APA format (pp. 415 – 428) Assignment 5 (G/P) due: “Primary Research Methods”	31	1
Nov. 7	4 Chapters 7 and 8 ppts. Introduce: “Document Design” and “Graphics” assignments	5	6 Assignment 6 (G/W) due: “Document Design”	7	8
Nov. 8	11 Holiday	12	13 Assignment 7 (G/P) due: “Graphics”	14	15
Nov. 9	18 Chapter 14 ppt. Introduce “Instructions” assignment	19	20 Assignment 8 (G/W) due: “Instructions”	21	22
Nov. 10	25 Chapter 11 ppt. Revisit APA format Draft of References in APA format (end-of-class check)	26	27 Chapter 12 ppt. Draft of Proposal (I) (in-class check ONLY)	28 Thanksgiving Holiday	29 Thanksgiving Holiday
Dec. 11	2 Chapter 13 ppt. Draft of Progress Report (I) (in-class check ONLY)	3	4 Draft of Recommendation Report (I) (in-class check ONLY)	5	6
Dec. 12	9 Final Exams (none in 235) PROJECT B DUE (all 3 parts!).	10 Final Exams (none in 235)	11 Quarter Ends	12 Break begins (Dec. 12 – Jan. 5)	13

Subject to change

* I = independent work; G/P = group work presented to class; G/W = group work, no class presentation