

ENGLISH COMPOSITION II

This test of basic writing ability in English requires the writing of a short research paper, using materials provided during the examination. The student's writing is evaluated on the basis of grammatical correctness, clarity of expression, and appropriate use of research materials. This examination satisfies the second three semester hours of the College's English Composition requirement. (3 s.h.)

ENC-102-TE

The English Composition II examination is a four-hour test of your ability to write English that is grammatically correct and clear, while using written source material appropriately in a short research paper. A passing score is **70** out of 100 points.

You will be expected to use standard written English throughout the test. Also, the tone must be appropriate for a thoughtful discussion.

Although spelling is less important than correct grammar and organized thought, you will be expected to spell common words correctly and make few or no spelling errors. You may use a dictionary or other spelling aid during the exam.

You should prepare for the exam with a handbook for English Composition. The current edition of *The MLA Handbook for Writers of Research Papers*, by Joseph Gibaldi, is up to date with information on how to cite information from electronic sources. Pay special attention to the sections on *Plagiarism* and on *Documentation: Citing Sources*. Although this handbook emphasizes MLA style, it also provides information on standard styles of documentation in many fields.

A current edition of *Hodges' Harbrace Handbook* is also an excellent handbook and provides information on standard styles of documentation.

Most handbooks for English Composition provide the established forms for citations and works cited (MLA-style) or footnoting and bibliography (APA-style), but most important is that you include available information about author, title, and place and date of publication.

For the examination, you will be offered a choice of two topics on general subjects and will be asked to select one of those topics for your research paper. You will be given a packet of background readings for each topic, and you will be expected to refer to at least **three** of the readings in the body of your paper. The readings provided are drawn from such sources as magazines, newspapers, books, and the Internet.

You will be expected to acknowledge all phrasing and ideas borrowed from these readings. Most students use the MLA-style of documentation, but the APA-style of documentation also is acceptable.

In your research paper, you will be expected to:

- > introduce your subject and define your question
- > offer evidence including information drawn from at least three of the readings
- > come to a conclusion
- > know how to paraphrase or quote so as to avoid plagiarism
- > acknowledge all information taken from the readings
- > include a complete works cited page or bibliography of sources to which you refer

Students frequently wonder how long their research paper should be. Content is more important than length. As a rough guide, most student papers run between 500 and 1000 words, plus a separate page for the works cited or bibliography.

You will be given **four** hours to do all of the following:

- Select a topic
- Read the background materials provided
- Plan your work
- Write your paper
- Complete the citations/footnotes and works cited/bibliography
- Proofread what you have done

Bring a dictionary and whatever college handbook you have worked with to the test site to use during the examination.

Your test score will be based on:

General writing skills (50%)

1. using good grammar (pay special attention to correct sentence structure; avoid run-on or incomplete sentences)
2. writing with appropriate diction (language should fit subject and audience)
3. developing coherent paragraphs
4. using correct punctuation
5. using correct spelling (you may use a dictionary; be especially careful with common words)

Ability to write a research paper (50%)

1. logic and clarity of your reasoning (20%)
 - a. incorporating outside information in a relevant manner
 - b. putting your ideas in a logical order
2. appropriate use and documentation of outside information (30%)
 - a. incorporating outside information so that it is clear which facts and ideas are yours and which are taken from other sources
 - b. knowing what and how to footnote
 - c. providing a complete list of sources