APPLIED COMPOSITION WEEKLY AGENDA - MS. AIDE

Learning Targets:	Important class information: *Syllabus/Grade weights *ACP Schedule HOW TO EMAIL A TEACHER "Crummy first draft" is redundant." - Kelly Gallagher **Mock interviews due:** sample career interview email (on slide 1	
• Properly cite research in MLA format • Research to see if a career is the right fit for us		

Monday 11/9	Tuesday 11/10	Wednesday 11/11	Thursday 11/12	Friday 11/13
Finish PHS article #1 by the end of the hour.	Complete the personal fact sheet, the precursor to your resume	High-leverage verb sheet		

Monday 11/2	Tuesday 11/3	Wednesday 11/4	Thursday 11/5	Friday 11/6
Reward for submitting 25-page paper	Continue film	Continue film	Finish film	Assign post-high school article #1 Directions with sample Template assigned on GC

Monday 10/26	Tuesday 10/27	Wednesday 10/28	Thursday 10/29	Friday 10/30

In the library to print Section 2.0/Works Cited page	MLA/Works Cited Slides Peer Edit	MLA/Works Cited Slides Peer Edit Time to revise/edit Section 2.0 = 70 points Style/mechanics = 75 points	Revise/edit sections 1, 3, 4, 5 for mechanics and style	In the library to print final draft of essay.

Monday 10/19	Tuesday 10/20	Wednesday 10/23	Thursday 10/24	Friday 10/25
Write Section 4.0 summary below the table (Transition sentences are highlighted in yellow) Example 1 Example 2	Begin Section 5.0 Sample 1 Sample 2	Finish up last two sections of section 5.0	Insert page numbers on each section, format Table of Contents	Revision/Edit day Research paper rubric and checklist

Monday 10/12	Tuesday 10/13	Wednesday 10/14	Thursday 10/15	Friday 10/16
Begin Front Matter Front Matter Introduction/ Work Time (Control Outline, Letter of Proposal, Abstract)	Continue front matter (abstract) Sample front matter	Finish up title page and table of contents Sample front matter Revise, edit library research section 2.0 **Front Matter Due**	Write Section 4.0 Table Template for 4.0	Write Section 4.0 summary below the table (Transition sentences are highlighted in yellow) Example 1 Example 2

		@11:59pm		

Monday 10/5	Tuesday 10/6	Wednesday 10/7	Thursday 10/8	Friday 10/9
"13 Ways to Transition from Student Life to Working Life" Article Assignment	Article discussion	Writing Section 3.0 Example 1 Example 2 Example 3 **(intro sample) Begin drafting 3.0	Draft Section 3.0	Draft Section 3.0 **Due at the end of the hour**

Monday 9/28	Tuesday 9/29	Wednesday 9/30	Thursday 10/1	Friday 10/2
INTERVIEW DUE ON FRIDAY Finish up lead-ins Lead-in sentence frames Work on elaboration sentences.	**INTERVIEW DUE ON FRIDAY** Work on elaboration sentences.	**INTERVIEW DUE ON FRIDAY** Work on elaboration sentences.	**INTERVIEW DUE ON FRIDAY** Return to Section 1: • Section 1.3-Scope of the Study • Section 1.4-Definition of Key Terms • Section 1.5-Research Design Example 1 Example 2	No school for students 

Monday 9/21	Tuesday 9/22	Wednesday 9/23	Thursday 9/24	Friday 9/25

Parenthetical citations reading/ notes *Need MLA book	Plagiarism reading/notes	Topic and Clincher Sentences (handout)	Format Section 2.0 Insert topic and clinchers Add evidence	**INTERVIEW DUE IN ONE WEEK** Add on lead-ins before your research

Monday 9/14	Tuesday 9/15	Wednesday 9/16	Thursday 9/17	Friday 9/18
Topics 3 and 4 due at the end of the hour 	Topics 5 and 6 due at the end of the hour 	Topics 7 and 8 due at the end of the hour 	Make works cited page for end of section 2.0 using instructions Insert citations into outline  	 Section 1.0 revisions Catch-up day

Monday 9/7	Tuesday 9/8	Wednesday 9/9	Thursday 9/10	Friday 9/11
LABOR DAY - NO SCHOOL	Draft interview questions with your partner. Sample interview/shadow questions **Make attempts to find interview person --**	Section 2.0 (slides) Intro, sources, overview, begin finding four sources Ms. Dittmar's How-to video MHS Library Database Resources	Library research Bib cards due **by the 10:45AM** Start adding to your note cards	Library research Two topics of note cards **due by the end of the hour!**

	sample email on slide 1	Research online note cards Sample note cards		

Monday 8/31	Tuesday 9/1	Wednesday 9/2	Thursday 9/3	Friday 9/4
Work time on Letter of Proposal -- **Due at 11:59PM** Sections 1.1 and 1.2 Hypothesis Brainstorming (handout) Complete brainstorm handout in class.	NO SCHOOL -- PRE ACT	Section 1.2 Slides Draft 1.1 and 1.2	Draft 1.2	Draft 1.2 **Section 1.2 (Hypothesis) due 11:59pm Monday**

Monday 8/24	Tuesday 8/25	Wednesday 8/26	Thursday 8/27	Friday 8/28
	Class game, getting to know you. Background Info **Form**	Sign up for GC Syllabus Name game Core values video and Personality Test	Finish Core Values exercise, 16 personalities quiz Finish remainder of core values sheet AHP, AHP form	Letter of Proposal introduction/work time Work time on letter of proposal

Interview Questions