

University of North Texas
ENG 1310.003 College Writing I
Fall 2015
MWF 10.00-10.50am (Curry 322)

Contact Information

Instructor: **Dr. Cole**
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Office Hours: M/W 11.00am-12.00pm
F 11.00am-1.00pm

COURSE DESCRIPTION

College Writing I introduces students to rhetorical strategies as a language for developing new insights about the historical, material, and theoretical processes of writing. This course focuses particularly on the invention of written texts that address interesting social phenomena in students' social groups and communities. Students in this first sequence of writing learn to study published arguments and produce arguments of their own, placing strong emphasis on the process of revision. In addition to primary readings in rhetorical and writing strategies, students also read a nonfiction book or collection of essays that exposes them to urgent and interesting issues in contemporary culture. The final project in the course asks students to produce a portfolio that reflects on their literate development throughout the course.

COURSE GOALS AND OUTCOMES

- Respond meaningfully through writing to complex issues.
- Students will revise their writing to incorporate feedback and response.
- Students will demonstrate understanding of their own rhetorical choices and writing habits.

REQUIRED COURSE MATERIALS

The following textbooks are required:

Ancient Rhetorics for Contemporary Students, 5th ed. Eds. Sharon Crowley and Debra Hawhee (Pearson, 2012). ISBN: 978-0-205-17548-2

The Best American Essays of the Century. Eds. Joyce Carol Oates and Robert Atwan (Houghton Mifflin Company, 2000). ISBN: 978-0-618-15587-3

You will also need access to the following:

- Internet access outside of class (for accessing *Blackboard* and other links I provide for the class)
- Blackboard (for supplemental handouts and materials)
- A UNT e-mail account
- A moleskin notebook (Moleskine or an off-brand equivalent. Notebook size, NOT pocketbook or folio.)

COURSE REQUIREMENTS

Here is how your grade will be calculated:

Attendance, Participation, and Professionalism (10%)

- Attendance: Refer to the Attendance Policy below (p. 3)
- Participation: You do not participate merely by showing up to class. Participation means **engaging with the class** and **contributing to discussion**: this can be done by making a comment, asking a question, or otherwise just speaking up in class. **Shyness is not an excuse for lack of participation.**
- Professionalism: Respect for myself and your fellow classmates.

Unit Writing Assignments (75%)

ALL Unit Writing Assignments will be 1-2 pages in length: single-spaced, Times New Roman font, size 10, with 1-inch margins on all sides. Unit Writing Assignments must be submitted in hard copy AND online via Blackboard.

- **Argument Description** (150 points) + *Revision Memo*.
- **Argumentative Analysis** (150 points) + *Revision Memo*.
- **Genre Analysis** (150 points) + *Revision Memo*.
- **Literature Review** (150 points) + *Revision Memo*.

Final Portfolio (30%)

The portfolio will include:

- Portfolio Executive Summary
- **Revised** drafts of **ALL FOUR** writing assignments
- Appendix: Representative (Cited) writing development documents
- *Hypomnemata* Journal (Explained on p. 5)

In order to receive credit for the Unit Writing Assignment, you MUST turn in BOTH the writing assignment and the Revision Memo responding to my feedback. (More on Revision Memos on p.5.)

The point breakdown is as follows:

Attendance, Participation, and Professionalism	100
Unit 1: Argument Description	150
Unit 2: Argumentative Analysis	150
Unit 3: Genre Analysis	150
Unit 4: Literature Review	150
Final Portfolio	300
Total Points Possible	1000

PROGRAM AND COURSE POLICIES

Syllabus Changes

This document is subject to change. I may modify portions of this syllabus (particularly the calendar) to adjust to issues in the classroom, learning needs of students, availability of resources, changes in university or department policy, or other pedagogical reasons. When changes occur they will be announced on the class Blackboard site and an amended version of the syllabus will be made available on Blackboard to download. Handouts and assignment prompts distributed to students during the term, physically or virtually, are considered extensions of this syllabus.

Grading

Essay and final grades will follow an A-F grading system. **You must turn in all writing assignments, revision memos, and the Final Portfolio to pass the course.** To receive credit on a completed paper, you must have completed and submitted on time (or with excused delays) all of the draft work associated with that assignment.

A – Excellent	900+
B – Good	800-899
C – Average	700-799
D – Satisfactory	600-699
F – Failure	599-

Late Assignments

It is your responsibility to ensure that all assignments are turned in on time. (Turning in major assignments on time may also earn you House points!) Absence is not an excuse for late work.

Minor Assignments –I **do not** accept late work for minor assignments (e.g. homework).

Unit Writing Assignments – I will accept Unit Writing Assignments **up to two days** after the assignment is due (for example, if an assignment is due Friday, I will accept the online submission by 11.59 PM on Sunday and the hard copy before class on Monday). **However, the grade for the assignment will be reduced by FIFTEEN POINTS (15 points = one letter grade) for every day the paper is late. Day One begins the minute after the assignment's deadline.**

Final Portfolio – I will not accept late submissions for the Final Portfolio.

If you know you will be absent on the day an assignment is due, **it is your responsibility** to turn that paper in to me on or before the due date. If you need an extension for your major assignment, you must ask *at least 72 hours before* the assignment is due.

Attendance

Regular and punctual class attendance is required of all students, and poor attendance may prevent students from earning a passing grade in the course for the semester. The maximum number of permissible absences before a student automatically earns an “F” or “WF” in the course is **7 absences**.

Excused Absences for University Activities

In accordance with university policy, **the only authorized absences are those due to participation in university-sponsored activities**. Authorized absences must be approved in advance by department chairs and academic deans, and within three days after the absence, students must obtain an authorized absence card from the Dean of Students and present this card in person to their instructors. Students with authorized absences may make up the work missed or be given special allowance so that they are not penalized for the absence. **All assignments and scheduled work must be turned in before or on the date of the excused absence.**

Excused Absences for Religious Holidays

In accordance with State law, students absent due to the observance of a religious holiday may take examinations or complete assignments scheduled for the day missed within a reasonable time after the absence. Travel time required for religious observances shall also be excused. Please see the UNT Student Handbook for information on which holidays or holy days are covered by this policy. State law also requires that students notify their teachers at the beginning of the semester if they expect to miss class on a religious holy day during the semester but want to make up the work missed. Students will be allowed to make up the work provided they have informed their teachers in writing within the first 15 days of the semester. Once again, all assignments and scheduled work must be turned in before the date of the excused absence. University policy requires that students provide their teachers with an official notification card issued by the university if they want to make up any in-class work they missed while they were involved in a university authorized activity.

Unexcused Absences

Absences due to other causes, such as illness, emergency, death in the family, car trouble, etc., are not authorized by the Department of English as excusable absences, and instructors in the Freshman Writing Program are therefore not authorized to excuse students for such absences (even with “official” notes from medical professionals, etc.). Please note that absences for reasons other than official university business or religious holidays will count against students’ permitted absences for the semester and may also result in missed grades for quizzes, assignments, exams, or writing deadlines. These reasons include, but are not limited to bringing appropriate materials to class or using electronics during class without instructor permission.

The following actions may also result in a student being counted as officially absent:

- Coming to class without an adequate draft on a day when a draft is due (for peer review or for an assignment).
- Showing up to class more than 10 minutes late.
- Failing to attend a mandatory scheduled conference with the instructor.

I don’t want you to fail, though. I want you to succeed. **If you know in advance you have to miss a class, talk to me ahead of time and we can try to minimize the side effects.**

Academic Dishonesty Statement

The UNT Policy Manual defines plagiarism as: “(a) the knowing or negligent use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgement and (b) the knowing or negligent unacknowledged use of materials prepared by another person or by an agency engaged in the selling of term papers or other academic materials.” (18.1.11). Students in all Freshman Writing courses need to be aware of the strict policies against plagiarism and academic honesty enforced by UNT and by instructors in the Department of English. All writing in Freshman English courses must be original, and all uses of other writer’s material (i.e., for the purposes of research based argumentation) must be acknowledged and clearly cited in any writing submitted for a grade.

The consequences for plagiarism at UNT are severe, and may include failure for the course, loss of scholarships, and in some cases dismissal from the university. Please talk with your instructor if you are unsure about whether or not something you are doing in your writing might be identified as plagiarism. If your instructor believes that something you have written has been plagiarized, you will be notified of the allegations in writing and asked to meet with your instructor and respond to your instructor’s arguments. After hearing your response, your instructor will decide on a course of action and notify you in writing of any penalties or other consequences. In most cases, your instructor will also send a copy of the allegations and sanctions to the Academic Affairs office. Please note that instructors in the English Department are authorized to fail students for an assignment or for the course if they judge that an assignment is knowingly or negligently plagiarized. Students have the option of appealing the decision of their instructor in writing to the Assistant Chair of the Department of English within 5 days of the instructor’s decision.

Disability Support Policy Statement

In accordance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act, all instructors in the English Department will work with the Office of Disability Accommodations (ODA) to make reasonable accommodations for qualified students with disabilities. If you have such a disability, please inform your instructor within the first week of the semester and provide your instructor with a Special Accommodation Request Form (available from the ODA). *Students needing assistance must be registered with the ODA; if you need to register with the ODA or otherwise contact that office, the ODA phone number is (940. 565.4323), and the office is located in the Union, suite 321.*

Class Behavior and Disruptions

According to the UNT Student Code of Conduct (sect. V), the following actions are considered acts of misconduct and may subject a student to university discipline:

- Obstruction or disruption of teaching, research, administration, disciplinary procedures or other University activities, including public service functions or other authorized activities on or off University premises. Includes interrupting, hindering or preventing classroom instruction or other official educational activities from occurring intentionally through noise, acts of incivility, or other means.
- Physical Abuse, verbal abuse, threats, intimidation, harassment, coercion; and/or other conduct, which threatens or endangers the health or safety of any person. Speech protected by the First Amendment of the United States Constitution is not a violation of this provision, although fighting words and statements, which reasonably threaten or endanger the health and safety of any person are not protected speech. Each allegation of a violation under this provision shall be reviewed in consideration of these factors.
- Disruptive activities as defined by Section 37.123 and 51.935 of the Texas Education Code, such as intentionally obstructing, restraining, preventing or attempting to prevent passage of individuals on campus or into/out of campus buildings by force, by violence or by the threat of same; seizing control of a building/portion of a building to interfere with an administrative, educational, research or other authorized activity; preventing participation in or the holding of a lawful assembly or attempting to prevent same by force/violence, by threat or by causing reasonable fear of force/violence; or disrupting an assembly in progress by one or more such means.

ADDITIONAL INFORMATION RELEVANT TO THIS COURSE

Revision Memos and Revising Major Assignments

A revision memo is a letter from you to me about the feedback I've given you about your essay. This helps us to be on the same page about your essay and what you can do to improve as a writer. Your revision memo needs to be submitted to me one week after receiving your graded essay. **You will not receive credit for the Unit if you do not submit the Revision Memo – yes, even if you have turned in the essay. BOTH assignments are necessary to receive credit for the Unit.**

*You may then choose to revise ONE essay to improve your essay grade by one letter grade, **provided that you have submitted a revision memo AND resubmit the essay within one week of turning in your revision memo. If the essay is resubmitted without significant revisions, I reserve the right to not accept the resubmission.***

Note: Your Final Portfolio must contain revised versions of all four writing assignments. *It is your responsibility to determine how many times you want to revise your essay before you submit the essay in your Final Portfolio.*

Hupomnemata Journal

The moleskin journal is for your Hupomnemata Journal (or H-journal, for short). This journal is for our daily writing prompts, class notes, reading notes, brainstorming, and more. Think of the H-journal as being the place to write down anything and everything related to how you are developing your writing skills over the semester. Fragmented thoughts are fine; diagrams, lists; clippings from magazine articles, images; quotations, etc. **Use this notebook ONLY for this class.** You will turn in the H-journal as part of your Final Portfolio.

Student Conferences

Each student is required to have two 10-minute conferences with me during the semester. The first conference must sometime during Weeks 3-8 and the second conference must be during Weeks 9-15. I will provide a sign-up sheet at the end of Week 2. Students are welcome to come to my office hours outside of their scheduled conference time.

House Points

During the first week of the semester you will be sorted into four Houses (yes, like in *Harry Potter*). All group work during the semester will be done within your House. Unit 1 will be a "trial period" for each group; if we need to shuffle some groups due to personality clashes, we can do that at the beginning of Unit 2.

Each House will begin with 100 points and you can gain—or lose—points for your house through various activities. For example: if every member of your House is in class *on time*, your House will gain points; however, if a member of your House comes into class late, your House may lose points. Professionalism and participation in class are also ways you can gain points for your House. **Rewards will be given to the highest scoring House at various points of the semester**, such as getting a pass on the next homework assignment or having a homework assignment count double in order to replace the lowest homework grade. Points are granted and revoked at the discretion of the instructor

Submission Guidelines

All submitted written work must be in hard copy AND online via Blackboard. The formatting must be:

- Single-spaced
- Times New Roman font
- Font size 10.
- 1-inch margins all around.

Course Schedule

What follows is a skeletal outline of reading and writing assignments for the semester. ***This calendar is subject to change.***

NOTE:

- *Not all homework assignments are listed in the schedule.* Homework assignments will depend on how much we get covered on workshop days.
- *The chapters we will use for each unit are listed at the beginning of the unit.* We will work through the chapters throughout the three weeks of each unit.
- This calendar *does not* include all the many ways we'll think and write about writing; it's simply a guide.

Unit 1: Argument Description (Weeks 1-3)

Chapters from ARCS

- Chapter 9 | Arrangement: Getting It Together
- Chapter 10 | Style: Composition and Ornamentation

M – Aug. 24: Introduction to the Course.

W – Aug. 26: Introduction to Unit 1.

F – Aug. 28: Argument Description Workshop.

M – Aug. 31: Argument Description Workshop.
HW: Finish Narration exercise. Read ARCS Ch. 10, pp. 250-26 and BAEC "The Marginal World" by Rachel Carson, pp. 214-19.

W – Sept. 2: Argument Description Workshop.
*HW: Read ARCS Ch. 10, pp. 260-71 and "Shitty First Drafts" by Anne Lamott.
Reverse Outline of Essay due Friday.*

F – Sept. 4: Grammar review and revise draft.
*HW: Read ARCS Ch. 10, pp. 271-298.
First draft of Writing Assignment #1 due Wednesday.*

M – Sept. 7: *Memorial Day. No class.*

W – Sept. 9: House Tutorials and Workshop.

F – Sept. 11: Peer Reviews.
***Writing Assignment #1 due by 11.59 PM on Sunday, Sept. 6 on Blackboard.
Bring hardcopy of essay to class on Monday, Sept. 14.***

Unit 2: Argumentative Analysis (Weeks 4-6)

Chapters from ARCS

- Chapter 5 | Logical Proof: Reasoning in Rhetoric
- Chapter 8 | Extrinsic Proofs: Arguments Waiting to be Used

M – Sept. 14: Introduction to Unit 2.

- W – Sept. 16: Argumentative Analysis Workshop.
- F – Sept. 18: Argumentative Analysis Workshop.
- M – Sept. 21: Logical Fallacies, Part 1.
- W – Sept. 23: Logical Fallacies, Part 2.
New Reverse Outline including analysis of examples due Friday.
- F – Sept. 25: Logical Fallacies review and revise draft.
First draft of Writing Assignment #2 due Friday.
- M – Sept. 28: House Tutorials and Workshop.
- W – Sept. 30: House Tutorials and Workshop.
- F – Oct. 2: Peer Review.
Writing Assignment #2 due by 11.59 PM on Sunday, Oct. 4 on Blackboard. Bring hardcopy of essay to class on Monday, Oct. 5.

Unit 3: Genre Analysis (Weeks 7-9)

Chapters from ARCS

- Chapter 2 | *Kairos* and the Rhetorical Situation: Seizing the Moment
- Chapter 6 | Ethical Proof: Arguments from Character

- M – Oct. 5: Introduction to Unit 3.
- W – Oct. 7: Genre Analysis Workshop.
- F – Oct. 9: Genre Analysis Workshop.
- M – Oct. 12: Genre Analysis Workshop.
- W – Oct. 14: Genre Analysis Workshop.
- F – Oct. 16: Grammar review and revise draft.
First draft of Writing Assignment #3 due Monday.
- M – Oct. 19: House Tutorials and Workshop.
- W – Oct. 21: House Tutorials and Workshop.
- F – Oct. 23: Peer Review.
Writing Assignment #3 due by 11.59 PM on Tuesday, Oct. 27 on Blackboard. Bring hardcopy of essay to class on Wednesday, Oct. 28.

Unit 4: Literature Review (Weeks 10-12)

- M – Oct. 26: Introduction to Unit 4.
- W – Oct. 28: Literature Review workshop: Using sources.
- F – Oct. 30: Literature Review workshop: The Library.
Research over the weekend. Bring three journal articles to class on Monday.
- M – Nov. 2: Literature Review workshop.

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- W – Nov. 4: Literature Review workshop.
- F – Nov. 6: Citations styles review and revise draft.
First draft of Writing Assignment #4 due Monday.
- M – Nov. 9: House Tutorials and Workshop.
- W – Nov. 11: House Tutorials and Workshop.
- F – Nov. 13: Peer Review.
Writing Assignment #4 due by 11.59 PM on Sunday, Nov. 15 on Blackboard. Bring hardcopy of essay to class on Monday, Nov. 16.

Unit 5: Final Portfolio (Weeks 13-15)

- M – Nov. 16: Introduction to Unit 5.
Note: In order to participate in Unit 5's peer reviews, you must have already addressed the issues you have highlighted in your revision memos.
- W – Nov. 18: Revising Workshop: Macro-editing.
- F – Nov. 20: Revising Workshop: Micro-editing.
- M – Nov. 23: Revising Workshop: Peer Review previous writing assignments.
- W – Nov. 25: Revising Workshop: Peer Review previous writing assignments.
- F – Nov. 27: *Thanksgiving Break. No class.*
- M – Nov. 30: House Tutorials and Workshop.
- W – Dec. 2: House Tutorials and Workshop. ***Hypomnemata Journals due in class.***
- F – Dec. 4: *Reading Day. No Class.*

Finals Week (Week 16)

- S – Dec. 5: 9.00-10.00 AM. ***Submit Final Portfolio.***

SYLLABUS AGREEMENT FORM

Your success in this program depends on your preparation for class and your understanding of TWU academic policies. This syllabus provides you with valuable information regarding course objectives, required materials, grading policies, as well as a course calendar for the semester. **It is important you are well acquainted with the information provided in this syllabus.**

For this reason, I ask you to read through the syllabus very carefully and sign this Syllabus Agreement form.

I acknowledge that I have received and reviewed the course syllabus for

ENG 1310, Section _____, Fall 2015.

My class meets on (days) _____ at (time) _____ in room _____.

By signing this document, I acknowledge that:

1. I have read the syllabus and I understand the classroom policies, the department's and instructor's expectations, and rules (for example, technology and text requirements, grading system, attendance policy, academic honesty policy, assignment responsibilities, late work, etc.) as stated in the syllabus for this course.
2. If I have any questions or concerns, I will contact the instructor for further explanation.
3. I understand that I am responsible to complete all homework assignments, quizzes/in-class assignments, and written projects by the due dates as outlined in the syllabus.
4. I agree to be prepared for and attend class each day and be willing to participate in class discussions.

Student Name _____

Date _____

Student Signature _____