

ENGLISH F111x: Introduction to Academic Writing (3 credits)

Pre-Requisites: Placement Examination or DEVE 070

Challenging the basis of our observations and exploring how we arrive at conclusions through analysis and argument, this course emphasizes critical inquiry as a foundation for all styles of writing and communication. Students examine various rhetorical problems and work together to solve them through in-class exercises, peer review, and formal essay writing, in order to become equipped for other writing and critical situations they will encounter in the future.

COURSE OBJECTIVES

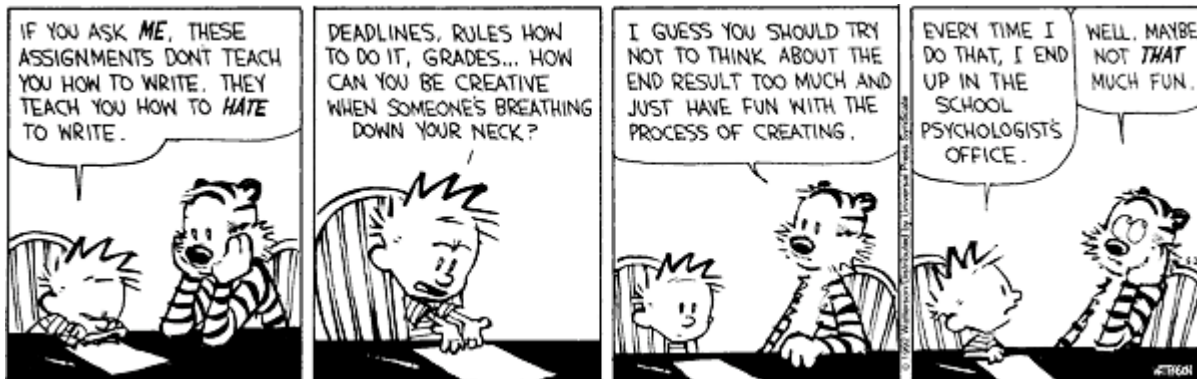
By the end of this course, you will be able to

- **Introduce, analyze and synthesize sources for specific rhetorical purposes.**
- **Design texts to reflect an understanding of purpose, context and audience.**
- **Reflect on previous writing to identify constraints and formulate goals for improvement.**
- **Critically evaluate texts to produce clear and thoughtful inquiry in a variety of situations.**

MATERIALS

- *Readings For Writers*, Custom Reader from Bedford/St. Martin. (**required**)
- ISBN: 4576-1469-3
- Computer & Internet access (**required** – come speak to me if there's a problem)
- *MLA Handbook*, 7th Edition (**recommended**, not required)

SO WHAT WILL WE BE DOING?



This syllabus is subject to change at the instructor's discretion.

Teacher: Emily Klotz

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or emklotz@alaska.edu

Phone: 713-294-2275

Office: Gruening Bldg, 8th floor
(near the Writing Center)

Office Hours: Thurs 1:00-3:00

COURSE MEETING TIME & PLACE

Tues & Thurs, 9:45 – 11:15 AM
Gruening 110

- **Reflective & Formal Writing:** Students will be required to complete *four* formal papers, as well as several smaller in- and out-of-class writing exercises examining the effects of the rhetorical situation (purpose, context, audience). In the four major papers, students will learn to observe, analyze, research, reflect – to pose problems and solve them, and reflect on this process in order to apply the concepts to their future writing situations.
- **Peer Review:** This course will require students to participate in peer review workshops in class, in which they will focus on identifying and analyzing the choices made in one another’s writing, and establishing goals for improvement.
- **Journal/Blog Writing:** Students will be required to keep a notebook journal, to be used in class for writing exercises and reflection notes. They will also manage a blog outside of class, in order to practice presentation in an online format, and contribute to discussions of one another’s writings.
- **In-Class Discussions & Exercises:** We will be getting creative and stretching our brains at times in the classroom – students are *required* to participate in these class activities. How “participation” will be evaluated is outlined below. (And don’t be nervous – it’s going to be fun!)

RESOURCES:

- *Class website* – go to <https://sites.google.com/klotzclass/> to access the class website and find helpful links, course schedule, and links to the class blogs.
- *Writing Center* – 801 Gruening; M-T 10:00-4:00, 7:00-10:00
F 10:00-1:00; Sun 1:00-6:00
- *Rasmuson Library*

DISABILITIES SERVICES:

The Office of Disabilities Services implements the Americans with Disabilities Act (ADA), and insures that UAF students have equal access to the campus and course materials. I will be more than happy to work with the Office of Disabilities Services (208 WHITAKER BLDG, 474-5655) to provide reasonable accommodation to students with disabilities.

COURSE POLICIES:

Attendance

Attendance will be mandatory and essential to receiving a passing grade in the course, as many of our exercises will be done in class and cannot be made up outside of class. Students will be allowed up to *three absences* total (unless excused). After three unexcused absences, your final grade will drop one letter for each absence. Showing up to class 20 minutes late counts as an absence. If you must be absent because of an emergency or another dire circumstance, you must inform me beforehand and/or provide a written excuse. If possible, I’ll need to know at

least 24 hours in advance. Do not try to email me 10 minutes before class and tell me you're going to be absent – I won't see it.

- All students are required to attend on scheduled peer review workshop days, except for special circumstances/emergencies. Any absence on those days will automatically drop your grade one letter, no matter how many times you've been absent before then. (see course calendar for workshop days).

Tardiness

Being late to class is not acceptable, as we will be spending the beginning of class most days working on journals and/or writing prompt exercises. Three tardies equals one absence. Again, showing up to class 20 minutes late (or more) automatically counts as an absence.

Class Participation

All students will be required to participate in class discussions, sentence workshops, group exercises, online discussions, and peer review workshops. Participation will be assessed by the following guidelines:

- *Class discussions*: contributing thoughts and questions to discussions about the reading assignments and writing prompts is encouraged. Keeping notes and writing down responses/reflections/questions in your journals is *required* and will be checked (as a completion grade) throughout the course. (NOTE: only thoughtful and relevant comments will count as participation. Telling the class about the awesome party you went to last night, or how smart your dog is, will not count).
- *Online discussions*: all students will keep an online blog as part of their class work. Reading one another's blogs and leaving thoughtful comments, and/or contributing to online discussion forums, will boost your participation grade. (Again, thoughtful comments only. Any rude/offensive comments will lower your participation grade).
- *Group Exercises*: we will have several in-class games and exercises in which you will be organized into small groups. Each group will be required to contribute to the whole class discussion. I may sometimes have members of the group take notes on each other's participation in the exercise.
- *Peer Review*: this is the most important element of class participation. *All* students will review one another's rough drafts on scheduled workshop days. At the end of these workshop days, students will reflect on their partner's work, as well as their own work, and turn their reflections into me as part of the grade.

Assignments & Make-up Work

All paper assignments must be turned in on or before the day they are due, before the end of class. This includes the final drafts for the four major essays, all out-of-class writing exercises, and journals. Rough drafts will be due on peer review workshop days; failure to bring your rough draft to these classes will result in the final draft grade being lowered by one letter. All online assignments (blog entries) must be published before midnight on the due date.

Turning in any work after it is due will result in the letter grade being dropped by one for each day late. If you must miss class on a day that something is due, find a way to get the

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assignment to my mailbox on the 8th floor of the Gruening Bldg before it's due, and inform me beforehand by email (note: *please* don't leave me a message on my office phone; leave me an email or call my cell phone, or just tell me in person if you can).

In-class exercises and writing prompts will be part of your journal grade. You cannot make these up, so try not to miss any, as each one you miss will affect your final journal grade. (note: unexcused absences will be factored into the final calculation, so your grade won't be hurt).

Plagiarism/Academic Integrity

Plagiarism – using someone else's words in your paper without giving credit to the author – is very serious and could result in an automatic F on your paper.

How do you avoid plagiarism? Simple: *write your own words*. When using quotes or paraphrasing from a textbook, article, web page, interview, film, cereal box, whatever, you must cite your source. I would recommend getting a copy of the *MLA handbook, seventh edition* (make sure it's seventh!), or using <https://owl.english.purdue.edu/owl/> If you are unclear about what is or isn't considered plagiarism, please talk to me.

COURSE CALENDAR

This calendar is subject to revision at any time during the semester.

TUES, 9/6: Comic Writing Day

1st blog post due Wed, 9/7

THURS, 9/8: Non-Verbal Storytelling & Interpretation

- First formal paper due Tues 9/27

TUES, 9/13: Alien Nail Clippers Day

THURS, 9/15: Museum Field Trip

TUES, 9/20: Sentence Structure & Style

THURS, 9/22: PEER REVIEW WORKSHOP. **An unexcused absence will hurt your grade.*

TUES, 9/27: First Formal Paper due.

- Tannen, *There is No Unmarked Woman* (by next Tues)

THURS, 9/29: NO CLASS - Conference Days (by appointment)

TUES, 10/4: Movie Previews - Perception & Presentation

- Klass, *Learning the Language*

- 2nd formal paper due Tues 10/18

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THURS, 10/6: Audience & Advertising

- Cisneros, *Only Daughter* & Wang Ping, *Syntax*

TUES, 10/11: Context & Word Choice

THURS, 10/13: PEER REVIEW WORKSHOP

TUES, 10/18: Second Formal Paper due

- Beginner's Synthesis activity

- Britt, *Neat People vs. Sloppy People*

THURS, 10/20: Organization & Argument

- *Research Paper* due Tues 11/22 - bring topics on Tues.

TUES, 10/25: Brainstorming, Planning, Thesis Statement

THURS, 10/27: Library Day

TUES, 11/1: Building an Argument (digging deeper, avoiding assumptions)

THURS, 11/3: Rhetorical Fallacies

TUES, 11/8: PEER REVIEW WORKSHOP - rough draft #1

THURS, 11/10: Editing/Revising

TUES, 11/15: PEER REVIEW WORKSHOP - rough draft #2

THURS, 11/17: NO CLASS - Conference Days (by appointment)

TUES, 11/22: RESEARCH PAPERS DUE

THURS, 11/24: *Thanksgiving Break.* Enjoy your holiday!

TUES, 11/29: Criticism vs. Summary

- movie/book review

THURS, 12/1: Reflection

- Final project due @final exam time

TUES, 12/6: Publication, Creating a Voice

THURS, 12/8: Reflection, self-assessment

FINAL EXAM - Final project (TBA)

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ENGL F111x - Grading Guidelines

To get an 'A' in this class entirely depends upon how much time and effort *you* put into the course. There are only two things I'm looking for: completing all the writing assignments, and participating in class. Your final score will be determined out of a scale of 1,000 points total.

There will be four formal papers throughout the course. Anyone who fails to complete their assignments on time will lose 10% on that assignment for each day late. It is also essential to complete all journal and blog assignments, as well as participating in class activities. To do this, you must actually *attend* class. Class exercises, as part of your journals, cannot be made up outside of class.*

Class Participation	100 pts.
Blog Assignments	100 pts.
Journal Assignments/Exercises	100 pts.
Formal Paper #1	150 pts.
Formal Paper #2	150 pts.
Research Paper	300 pts.
Final Paper - Review	100 pts.

By following these guidelines, you will receive at least a 'B', though if I see you are going above and beyond what is simply 'required,' your grade will be higher.

Total:	1000 pts.
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1. Attend class. More than three unexcused absences will result in a 10% decrease in your final grade each time. Three tardies (being 20 minutes or more late to class) will result in an unexcused absence.

2. Turn in all assignments on or before the deadlines, including journals and blog posts.

3. Participate in class discussions and activities, and contribute to online discussion. This includes asking thoughtful questions, answering one another's questions, and leaving comments. Simply *saying* something will not suffice – you must *add* to the discussion. Irrelevant remarks will not be considered participation, and may lower your score. Rude/offensive comments will also result in a lowered participation score.

A	940-1000
A-	900-939
B+	860-899
B-	800-859
C+	770-799
C-	730-769
D	650-729
F	Below 650

4. Participate in all peer review workshops. An unexcused absence on a scheduled workshop day will automatically lower your final grade 10%, no matter how many previous absences you have.

5. Make a substantial effort in drafting and revising your formal papers. You will be asked to set goals for yourself, analyze your efforts afterward, and describe how well you achieved your goals.

6. DO NOT PLAGIARIZE. Ever.

7. Put noticeable effort into your journals and blogs. Just "getting it done" is nothing special, and will earn you a 'C' at most.

8. Attend two scheduled conferences with me during the semester to discuss your writing.

It is *your* responsibility to complete the requirements for this course. Hopefully by knowing the guidelines and understanding what is expected of you, you will be able to create good quality writing and achieve an above average score for the class.

**If you have an excused absence, the missing journal work for that day will not be factored into your final grade.*

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