

**University of North Texas at Dallas**  
**Fall 2016**  
**SYLLABUS**

**TECM 1200-001: Developmental Writing 3 HRS**

<b>Department of Languages and Communication</b>		<b>School of Liberal Arts and Sciences</b>	
<b>Instructor Name:</b>	Professor Darius Ajai Frasure, MFA, MA		
<b>Office Location:</b>	LC Writing Center ADMIN B1 301 N-A		
<b>Office Phone:</b>	972-338-1755		
<b>Email Address:</b>	darius.frasure@untdallas.edu		
<b>Office Hours:</b>	Wednesdays 1:00pm-3:00pm		
<b>Course Format/Structure:</b>	Face-to-Face		
<b>Classroom Location:</b>	FH 136		
<b>Class Meeting Days &amp; Times:</b>	Mondays and Wednesdays; 11:30am-12:50pm		
<b>Course Catalog Description:</b>	Developmental Writing. 3 hours. Fulfills TSI requirements for students who have not passed the writing portion of the Texas Higher Education Assessment with a score of 7 or 8 prior to enrolling in the university or who are not otherwise exempt. Covers sentence formation and skills needed for argumentation and exposition. Emphasizes audience, purpose and occasion. Students must complete the requirements of the course with a grade of C or better in order to meet the prerequisite for ENGL 1310/1313. Does not apply to degree.		
<b>Prerequisites:</b>	None		
<b>Co-requisites:</b>	None		
<b>Required Text:</b>	N/A		
<b>Recommended Text and References:</b>	<i>The Purdue Online Writing Lab (OWL)</i> , found online at <a href="https://owl.english.purdue.edu/owl/">https://owl.english.purdue.edu/owl/</a>		
<b>Access to Learning Resources:</b>	UNT Dallas Library: (Founders Hall) phone: (972) 780-1616 web: <a href="http://www.untdallas.edu/library">http://www.untdallas.edu/library</a> e-mail: <a href="mailto:Library@untdallas.edu">Library@untdallas.edu</a> UNT Dallas Bookstore: (Building 1) phone: (972) 780-3652 web: <a href="http://www.untdallas.edu/bookstore">http://www.untdallas.edu/bookstore</a> e-mail: <a href="mailto:untdallas@bkstr.com">untdallas@bkstr.com</a>		
<b>Course Goals or Overview:</b> The goals of this course are as follows -			
<p>This class is designed to aid in improving your writing skills. Discussion and practice time will be spent on strengthening grammatical skills, paragraph development, and essay production. During the course, the instructor and the student will endeavor to find the words, structures, and methods that aid the student to advance her/his ideas, knowledge, and creativity to others via the written word.</p> <p>As a result, students will be able to write an exam-style essay of medium-length (400-600 words) with an explicit thesis and reasons and/or examples in support, and within this essay, students will be able to do all three of the following:</p> <ol style="list-style-type: none"> <li>a. develop that thesis appropriately and sufficiently using reasons and/or examples.</li> <li>b. organize the thesis and those reasons and/or examples in paragraphs.</li> </ol>			

c. write sentences that are relatively free of basic grammar, spelling, usage, and punctuation errors.

**Learning Objectives/Outcomes:** At the end of this course, students will be able to:

1	Be more aware of the writing process. A. Recognize the elements of the processes and their general sequence. B. Recognize the value of multiple drafts. C. Recognize when to be creative and when to be critical. D. Be able to edit personal writings.
2	State and identify the main idea in a paragraph; understand the relationship and difference between topic and support sentences.
3	Develop a topic by giving examples to illustrate or define it, or comparing or contrasting it with something else to be more specific.
4	Develop sentence variety to give appropriate emphasis and to make connections between ideas; also punctuate those sentence patterns correctly, with emphasis on the end punctuation to avoid fragments and run-on sentences.
5	Self-edit essays for smooth, transitional expression as well as correct subject-verb agreement, forms of irregular verbs, endings of nouns and verbs, word usage, and spelling.

## Course Outline

This schedule is subject to change by the instructor. Any changes to this schedule will be communicated in class or via class email or Blackboard announcement. Additional readings and activities may be added; these will be noted in the Readings and Activities/Assignments sections.

Timeline	Topics	Related SLO	Readings/Activities/Assignments
1. August 22, 24	Symbols-Letters-Words	4,5	-Review Syllabus and Sign Course Participation Commitment -Study the Plagiarism Tutorial: <a href="https://www.indiana.edu/~istd/">https://www.indiana.edu/~istd/</a> --Take the test: <a href="https://www.indiana.edu/~istd/test.html">https://www.indiana.edu/~istd/test.html</a> --Bring the certification to the third class meeting for automatic grade of 100!
2. August 29, 31	Symbols-Letters- Words-Phrases Expository	1-5	-Essay 1 Due -Essay Swap for Peer Review
3. September 5, 7 (Census Day)	Symbols-Letters- Words-Phrases- Sentences	1-5	-Essay 1 Revision Due -Essay Swap for Peer Review
4. September 12, 14	Symbols-Letters- Words-Phrases- Sentences	1-5	-Essay1 Revision2 Due
5. September 19 21	Symbols-Letters- Words-Phrases- Sentences-Paragraphs Argument	1-5	-Essay 2 due -Essay Swap for Peer Review
6. September 26, 28	Symbols-Letters- Words-Phrases- Sentences-Paragraphs- Essays	1-5	-Essay 2 Revision due -Essay Swap for Peer Review
7. October 3, 5	Symbols-Letters- Words-Phrases- Sentences-Paragraphs-	1-5	-Essay 2 Revision 2 due -Essay Swap for Peer Review

Revised April 2016 supersedes all previous versions

	Essays Midterms		
8. October 10, 12	Symbols-Letters- Words-Phrases- Sentences-Paragraphs- Essays Argument Midterm Grades Due and Viewable Online (Saturday, 15)	1-5	-Essay 3 due <b>-Midterm Essay due!</b> -Essay Swap for Peer Review
9. October 17, 19	Symbols-Letters- Words-Phrases- Sentences-Paragraphs- Essays Argument	1-5	-Essay 3 Revision due -Essay Swap for Peer Review
10. October 24, 26	Symbols-Letters- Words-Phrases- Sentences-Paragraphs- Essays	1-5	-Essay 3 Revision2 due -Essay Swap for Peer Review
11. October 31 November 2	Symbols-Letters- Words-Phrases- Sentences-Paragraphs- Essays Analysis	1-5	-Essay 4 due -Essay Swap for Peer Review
12. November 7, 9	Symbols-Letters- Words-Phrases- Sentences-Paragraphs- Essays Analysis	1-5	-Essay 4 Revision due
13. November 14, 16	Modes of Writing	1-5	Prepare Writing Portfolio
14. November 21, 23	Modes of Writing	1-5	Prepare Writing Portfolio
15. November 28, 30	Modes of Writing	1-5	Writing Portfolio Due November 30! <b>Portfolio:</b> for this assignment you must organize all of your writing for the semester into a portfolio, and write a one-page reflection on your writing process for your best work.
16. December 5, 7	Last Day of Classes (Not including final exams) (Full-Term Session) December 5 Reading Day(s): Main Campus (Study days prior to final exams)		
17. December 12	<b>Final Exam</b>	<b>1-5</b>	<b>11:00am-1:00pm</b>

### *Assignments*

Students are expected to demonstrate respect for themselves and their work by presenting work that is neat, complete, accurate, and on time. **All formal written assignments will only be accepted if they are typed, legible and neat. (No unstapled papers or papers written in more than one color ink will be accepted.)** Students are expected to have due assignments prepared before class; class participation depends heavily on the completion of assignments.

Revised April 2016 supersedes all previous versions

All written work must be typed, black ink on white paper, fully proofread for grammar, spelling, and punctuation errors. **MLA is the standard for acceptability for all written work.** Handwritten work is **not** accepted. Website with examples and additional resources: <http://owl.english.purdue.edu/owl/resource/747/01>  
**Website Resources for Grammar:** <http://grammar.ccc.commnet.edu/grammar/sins.htm>  
<http://webster.commnet.edu/grammar/>; <http://www.dianahacker.com/writersref/index.html>

In addition, the nature of Assignments may also be modified according to the topic.

## Course Evaluation Methods

This course will utilize the following instruments to determine student grades and proficiency of the learning outcomes for the course.

**Writing Projects:** Students will complete four major writing projects to understand and practice the skills and strategies of effective writing in the course

**Journals/Discussion Boards/Other Low-Stakes Writing:** Students will compose a number of low-stakes writing assignments to reflect upon and understand their work in the class, course concepts, and readings

**Quizzes:** Students will be quizzed over course concepts and/or readings

**Peer Reviews:** Students will peer review each other's work to better communicate their writing to audiences

**In-class activities and assignments (group presentations, student-led lessons, etc.)**

## Grading Matrix:

Instrument	Measures SLO	Value	Total
Course Participation		25% of the Total Course Grade	25% of the Total Course Grade
Essays		25% of the Total Course Grade	25% of the Total Course Grade
Midterm Essay		25% of the Total Course Grade	25% of the Total Course Grade
Final Essay		25% of the Total Course Grade	25% of the Total Course Grade
<b>TOTAL:</b>			<b>1000 points or 100%</b>

### Grade Determination

Course Participation	25%
Essays	25%
Final Essay/Exam	50%
Total	100%

## Course and University Policies and Procedures

### *Late Work*

Revised April 2016 supersedes all previous versions

No late work is accepted in the course. If you feel you are falling behind in the course or struggling to meet deadlines, please come speak to me **before** assignments are due.

### ***Makeup Exam Policy***

**There is no makeup work, quiz or test allowed.** In the case of certified health emergency (documents must be submitted to verify this), please inform me, and we will work out an alternate plan. **Assignments that are not submitted before the time stated with their due date will receive a zero.** Technical problems should be reported to Technical Support and instructor should be informed of the situation. **Exceptions are made only under the most extenuating circumstances. *Your circumstances probably do not qualify; so do not test this rule.* Any assignment that is not submitted according to the minimum standards (stated directions) will not be accepted, and shall receive an automatic grade of zero “0.”**

### ***Attendance***

Attendance in class is required. In each 15-week semester, students may have up to four (4) unexcused absences. After these four unexcused absences, a student’s final grade may be reduced at the discretion of the instructor. After six (6) unexcused absences, the student may fail the class due to an absence failure.

**In each 8-week semester, students may have up to two (2) unexcused absences. After these four unexcused absences, a student’s final grade may be reduced at the discretion of the instructor. After four (4) unexcused absences, the student may fail the class due to an absence failure.**

Absences may be considered excused only if 1) students have made pre-arranged plans with the instructor for events and circumstances that are appropriate for missing class or 2) the student has documentation (timestamped picture, official note, dated materials) of extenuating circumstances.

As a general guideline, you should be actively writing, revising, and editing for about 3-6 hours during a 16-week semester. **Traditionally, students have been advised to spend two (2) hours of study per one (1) hour of a college course class: three (3) credit hours (1 course) = 3 hours in class per week = 6-9 hours study time per week during regular semesters.**

### ***Electronics***

All electronic devices must be **placed on vibrate or off and put away before entering the classroom.** During class and unless otherwise instructed, students must **refrain from using or displaying** electronic devices such as (but not limited to) cell phones, Bluetooth, pagers, ipods, mp3 players, laptops, etc. Use of these devices is distracting to your fellow students and disrespectful to the professor.

### ***Writing Center Bonus Points***

Good writers do not write in a vacuum; rather, they seek feedback and assistance from many people and groups. One of the best resources to use on campus is the Writing Center, where a trained writing consultant can help students review and revise their papers, no matter what stage they’re at.

Students who voluntarily visit the Writing Center beyond any instructor or course requirements will receive a bonus equivalent to 1% or their total final grade, and may receive a maximum of 5% of their total grade in bonus through these voluntarily visits.

## ***Revision Policy***

For each major project in the course, students have the option to revise and resubmit the project one more time after the instructor has given feedback and a grade on it. Revisions that substantially improve the project will earn new grades, and those grades will replace the older score.

To qualify, revisions must change the paper in significant and substantial ways; revisions that only correct mechanical errors will not be eligible for new grades.

This option may only be exercised within two days, or 48 hours, of the grading of the assignment

## ***Blackboard***

Course materials will be posted to the course Blackboard site, accessible through Learn.untDallas.edu or Learn.unt.edu. Class announcements will also come through Blackboard, so log on at least once a day.

## ***Students with Disabilities (ADA Compliance)***

The University of North Texas at Dallas makes reasonable academic accommodation for students with disabilities. Students seeking accommodations must first register with the Disability Services Office (DSO) to verify their eligibility. If a disability is verified, the DSO will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time, however, DSO notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet/communicate with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information see the Disability Services Office website at <http://www.untDallas.edu/disability>. You may also contact them by phone at 972-338-1777; by email at [UNTDdisability@untDallas.edu](mailto:UNTDdisability@untDallas.edu) or at Founders Hall, room 204. (UNT Policy 7.004)

## ***Course Evaluation Policy***

Student's evaluations of teaching effectiveness is a requirement for all organized classes at UNT Dallas. This short survey will be made available to you at the end of the semester, providing you a chance to comment on how this class is taught. I am very interested in the feedback I get from students, as I work to continually improve my teaching. I consider students' evaluations to be an important part of your participation in this class.

## ***Academic Integrity***

Academic integrity is a hallmark of higher education. You are expected to abide by the University's code of Academic Integrity policy. Any person suspected of academic dishonesty (i.e., cheating or plagiarism) will be handled in accordance with the University's policies and procedures. Refer to the Student Code of Academic Integrity (Policy 7.002) at [http://www.untDallas.edu/sites/default/files/page\\_level2/pdf/policy/7.002%20Code%20of%20Academic\\_Integrity.pdf](http://www.untDallas.edu/sites/default/files/page_level2/pdf/policy/7.002%20Code%20of%20Academic_Integrity.pdf) Refer to the Student Code of Student Rights, Responsibilities and Conduct at [http://www.untDallas.edu/sites/default/files/page\\_level2/hds0041/pdf/7\\_001\\_student\\_code\\_of\\_conduct\\_may\\_2014.pdf](http://www.untDallas.edu/sites/default/files/page_level2/hds0041/pdf/7_001_student_code_of_conduct_may_2014.pdf) Academic dishonesty includes, but is not limited to, cheating, plagiarizing, fabrication of information or citations, facilitating acts of dishonesty by others, having unauthorized possession of examinations, submitting work of another person or work previously used without informing the instructor, or tampering with the academic work of other

Revised April 2016 supersedes all previous versions

students. In addition, all academic work turned in for this class, including exams, papers and written assignments must include the following statement: “*On my honor, I have not given, nor received, nor witnessed any unauthorized assistance that violates the UNTD Academic Integrity Policy.*”

### ***Bad Weather Policy***

Campus facilities will close and operations will be suspended when adverse weather and/or safety hazards exist on the UNTD campus or if travel to the campus is deemed dangerous as the result of ice, sleet or snow. In the event of a campus closure, the Marketing and Communication Department will report closure information to all appropriate major media by 7 a.m. That department will also update the UNTD website, Facebook and Twitter with closing information as soon as it is possible. For more information please refer to <http://www.untDallas.edu/police/resources/notifications>

### ***Diversity/Tolerance Policy***

Students are encouraged to contribute their perspectives and insights to class discussions. However, offensive and inappropriate language (swearing) and remarks offensive to others of particular nationalities, ethnic groups, sexual preferences, religious groups, genders, or other ascribed statuses will not be tolerated. Disruptions which violate the Code of Student Conduct will be referred to the Dean of Students as the instructor deems appropriate. (UNTD Policy 7.001)

### ***Communication***

- The primary means of communication outside of class will be remind 101. You can contact me directly by sending me a text message via the website or the text messaging app, which you may download on your smartphone. **Join the class here: <https://www.remind.com/join/fras12001> or text @fras12001 to this number: 81010**
- Alternatively, you may send me an EMAIL. You are responsible for ensuring that your email address is correctly listed in the course (check this on the first day!) and that you are receiving emails from me. Make sure the emails sent from me do not go into your junk mail inbox. To ensure you receive all notices from me in a timely manner, **check your email daily.** If you send me an email with a technical problem or other request that requires a rapid response to meet a deadline, make sure to use the correct subject line and then check your email frequently between the time you send your request/problem and the due date. Extensions **will NOT** be granted in situations where I responded before the due date with instructions, but the student did not check frequently enough to see the response.
- **Whenever you email me, be sure to include your last name, the course and section number, and a brief indication of the message on the SUBJECT LINE of the e-mail.** For example, if you have a question concerning an assignment, your SUBJECT LINE might read, **“Smith, ENGL 2328.8400, QUESTION.”** This format is vital for both security and efficiency because I work with many Internet students. **The email itself (the body/message) must ALSO contain course ID and the student’s first and last name at the end of the message. I do NOT open emails that are not identified in the preceding format.** I respond to most correctly formatted emails with 24 hours on working days, so double check your format and re-send your email if you do NOT hear back from me within this time frame. Do NOT assume that an unanswered email was received – **ALWAYS RE-SEND if you do not receive a reply in 24 hours!**
- You must check your UNT Dallas or UNT email daily, as this will be my primary method of communication with the class and is the default email account for Blackboard; make sure you can log into this email from day one. You will also need to send emails from your UNT or UNTDallas account; emails sent from other addresses regularly land in spam, and I am not responsible for delayed or missing replies if this occurs.