

**University of North Texas at Dallas**  
**Fall 2010**  
**SYLLABUS**

<b>ENGL 1313: Computer Assisted College Writing I</b>	
<b>3 Hrs</b>	
<b>Department of</b>	<b>Division of</b>
<b>Instructor Name:</b>	Kate Warrington
<b>Office Location:</b>	<i>(your office building and number)</i>
<b>Office Phone:</b>	<i>(your office phone number)</i>
<b>Email Address:</b>	<i>(your email address)</i>
<b>Office Hours:</b>	MW 2:30-5:00 and TR 4:00-6:00
<b>Virtual Office Hours:</b>	
<b>Classroom Location:</b>	DAL 1 208
<b>Class Meeting Days &amp; Times:</b>	TR 2:30-3:50
<b>Course Catalog Description:</b>	Writing as a means of critical thinking, with emphasis on the process of perfecting the essay through the writing of several drafts in the English computer classroom. No computer experience required. May be substituted for ENGL 1310.
<b>Prerequisites:</b>	
<b>Co-requisites:</b>	
<b>Required Text:</b>	<i>Convergences</i> , 3rd Edition by Robert Atwan <i>The Everyday Writer</i> , 4th edition by Andrea Lunsford (e-book with CompClass)
<b>Recommended Text and References:</b>	
<b>Access to Learning Resources:</b>	UNT Dallas Library: phone: (972) 780-3625; web: <a href="http://www.unt.edu/unt-dallas/library.htm">http://www.unt.edu/unt-dallas/library.htm</a> UNT Dallas Bookstore: phone: (972) 780-3652; e-mail: <a href="mailto:1012mgr@fheg.follett.com">1012mgr@fheg.follett.com</a>
<b>Course Goals or Overview:</b>	
	The goal of this course is to...
<b>Learning Objectives/Outcomes:</b>	At the end of this course, the student will
1	Understand and practice writing as a recursive process
2	Be able to produce clear, organized texts that emphasize the individual author's voice and consider the rhetorical principles of audience, purpose, and occasion
3	Feel comfortable responding to others' writing in substantive ways that exhibit critical thinking

4	Be able to rhetorically analyze a variety of texts including visual and written texts
---	---

### Course Outline

This schedule is subject to change by the instructor. Any changes to this schedule will be communicated by the instructor during class time and posted on Blackboard.

TOPICS	TIMELINE
Rhetorical principles: audience, purpose, and occasion	Week of August 30
Critically responding to the writing of professional authors and peers	Week of August 30 - September 6
Personal/Reflective writing	Week of September 6 - Week of September 13
Assignment #1: Self-Portrait essay due	September 14
Creating and analyzing visuals	Week of September 13 - Week of September 20
Assignment #2: Visual Self-Portrait due	September 28
Writing genres: journalism	Week of October 4 - Week of October 18
Assignment #3: Character Sketch (News Article) due	October 19
Writing genres: fairy tales and urban legends	Week of October 18 - Week of October 25
Assignment #4: Character Sketch (Fairy Tale/Urban Legend) due	October 28
Ethnographic Writing	Week of November 1
Citing sources and avoiding plagiarism	Week of November 8- Week of November 15
Creating a writing portfolio	Week of November 29
Assignment #5: Campus Community Mini-Ethnography due	December 2
Writing portfolio due	December 9

### Course Evaluation Methods

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

**Homework** – assignments designed to supplement and reinforce course material

**Reading Journal** - response to readings assigned for homework to allow students to react to the readings and share their understanding of the course material

**Writing Portfolio** – a compilation of written essay assignments students will work on throughout the semester to practice and apply course material

**Quizzes**– brief assessments to gauge understanding of course material

**Grading Matrix:**

## Instrument Value (percentages) Total

Reading Journal - 25%  
Homework - 15%  
Writing Portfolio - 50%  
Quizzes - 10%

**Total - 100%**

### Grade Determination:

A = 90 - 100%  
B = 80 - 89 %  
C = 70 - 79 %  
D = 60 - 69 %  
F = less than 60%

## University Policies and Procedures

### Students with Disabilities (ADA Compliance):

The University of North Texas Dallas faculty is committed to complying with the Americans with Disabilities Act (ADA). Students' with documented disabilities are responsible for informing faculty of their needs for reasonable accommodations and providing written authorized documentation. For more information, you may visit the Office of Disability Accommodation/Student Development Office, Suite 115 or call Laura Smith at 972-780-3632.

### Student Evaluation of Teaching Effectiveness Policy:

The Student Evaluation of Teaching Effectiveness (SETE) is a requirement for all organized classes at UNT. 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 the SETE to be an important part of your participation in this class.

### Assignment Policy:

Drafts of essays should be posted to CompClass before class time on the date the draft is due. I will make comments on these drafts by responding to your post with the expectation that you will make revisions based upon my suggestions. Portfolios will be graded at the end of the semester using the essay grading criteria listed below. Homework and reading journal entries will be graded on a pass/fail basis.

### Assignment Format

All assignments must meet the following requirements:

- Be typed or printed on a word processor
- Be double-spaced (unless otherwise specified)
- Use a 12-point font in Times New Roman
- Use one-inch margins on the top, bottom and sides
- Use correct MLA format and documentation

I understand that when posting essays online via CompClass or Blackboard that formatting may be compromised. I will take this into consideration when evaluating all online assignments in this course. However, failure to submit assignments in the appropriate format will result in a 5-10 point reduction in the grade for that assignment.

### Essay Grading Criteria

The following is a good idea of what I look for in a paper and how I grade what I find. Needless to say, these are not absolute criteria, but generally speaking, papers I read that receive these grades exhibit some or all of the following features:

F – The paper is not handed in; plagiarized in part or in whole; unacceptably shorter than the assigned length.

D – No controlling purpose; major mechanical problems; poor organization; does not follow the assigned topic; paper is much shorter than the assigned length; no revision is evident

C – The paper may make some good points and may demonstrate understanding of the assignment, but the text is not rich, detailed, and well-supported as it should be in a college paper; stylistic problems come between the reader and the purpose of the text; many minor mechanical errors, some major mechanical errors; assignment is not followed completely; examples and narrative may be added for its own sake (Filler!); sentence structures tangled or unvaried; organization rambles or disappears; words misused or misspelled; proofreading weak; little revision is evident

B – A solid, commendable paper that fulfills the assignment. The writer has an interesting point to make and makes it in an organized and competent way. Clear, sufficiently complex purpose supported by intelligent and astute observations. The paper is connected with appropriate signals of identity or transition which highlight the structure of the paper; standard correct punctuation; some variation in sentence length and structure; perhaps an awkward style at moments; a few minor mechanical errors; moderate revisions are evident.

A – The paper is more than accurate and error free; it is strikingly well written and well-supported. In the best A papers, a human voice seems to speak: it has something to say, says it clearly and gracefully and supports it fully. A purpose rich enough to lend itself to interesting development and support; detailed understanding of the assignment; sound organization; clear, unambiguous sentences, sentence lengths vary, few or no grammar and mechanical errors; large-scale revision is evident.

### **Late Assignments**

I do not accept late assignments. You will receive a 0 for all assignments not submitted on time. Opportunities to make-up missed assignments will be considered on a case-by-case basis.

### **Reading Journals**

You will be asked to keep an online reading journal using our CompClass page. Each journal entry should be 250 words or more. These journal entries offer opportunities for students to reflect on the readings for this course. Some suggestions for content are to draw connections to personal experiences, prior readings, other knowledge you have concerning the issues addressed in the readings, and/or questions or insights that the readings have evoked for you. Don't simply say "This bored me" or "This was awful" or "I loved it." Feel free to write about difficulties you're having even responding to these prompts, to the essay itself.

Other elements you should address in your journals include:

Purpose: (What are the author's reasons for writing this essay? What does the author want you to know?)

Ethos, Tone: (Characterize the author. What tones do you hear? What does the author do to make herself/ himself credible?)

Audience: (What audience was this written for? What words or references help you see that? How does the author convince her audience? How might the author fail with other audiences?)

"Hey, Why Can't I Do That?": (Note here the things you're surprised to see in an essay. Or note the things that the author achieved that you've always wanted to do.)

What I liked and why (content):

What I didn't like and why (content):

What I liked and why (style):

What I didn't like and why (style):

### **Portfolio**

On the last day of classes, your portfolio will be due, which consists of essays 1, 2, 3, 4, and 5. All drafts and revisions must be turned in for me to see the progress of your writing, so make sure to post all drafts to CompClass throughout the semester.

### **Cell Phones:**

Cell phone use is not permitted during class time. This includes talking on the phone, texting, emailing, checking for messages, or playing games. You should turn your ringer **off** during class time (not on vibrate) because ringing/

vibrating cell phones may disrupt class activities. If you must have your cell phone on during class time, please inform the instructor. Otherwise, if your cell phone rings in class or if you use your phone during class time, you will be dismissed from class and will earn 1 absence.

**Exam Policy:**

There is not a final exam in this course, but your writing portfolio is due during the scheduled exam period. No extensions to this deadline will be allowed except for documented emergencies (See Student Handbook).

**Academic Integrity:**

Academic integrity is a hallmark of higher education. You are expected to abide by the University's code of conduct and Academic Dishonesty 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 Conduct at [http://www.unt.edu/csrr/student\\_conduct/index.html](http://www.unt.edu/csrr/student_conduct/index.html) for complete provisions of this code.

**Bad Weather Policy:**

On those days that present severe weather and driving conditions, a decision may be made to close the campus. In case of inclement weather, call UNT Dallas Campuses main voicemail number (972) 780-3600 or search postings on the campus website [www.unt.edu/dallas](http://www.unt.edu/dallas). Students are encouraged to update their Eagle Alert contact information, so they will receive this information automatically.

**Attendance and Participation Policy:**

I keep strict attendance and will adhere to the rule that more than 2 weeks of absences are grounds for failure. Since this is a TR class, you are allowed 4 absences. The 5<sup>th</sup> absence is grounds for failure. The University attendance policy is in effect for this course. Class attendance and participation is expected because the class is designed as a shared learning experience and because essential information not in the textbook will be discussed in class. The dynamic and intensive nature of this course makes it impossible for students to make-up or to receive credit for missed classes. Attendance and participation in all class meetings is essential to the integration of course material and your ability to demonstrate proficiency. Students are responsible to notify the instructor if they are missing class and for what reason. Students are also responsible to make up any work covered in class. It is recommended that each student coordinate with a student colleague to obtain a copy of the class notes, if they are absent.

The only excused absences recognized by the University of North Texas Dallas are those wherein a student is representing the university in an official capacity. These absences will not be excused without appropriate documentation. Athletes and other students who will be missing class for an official university activity must advise me in writing at least 48 hours in advance of the absence.

**Diversity/Tolerance Policy:**

Students are encouraged to contribute their perspectives and insights to class discussions. However, offensive & 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 Center for Student Rights and Responsibilities as the instructor deems appropriate.

**Optional Policies:**

You will use CompClass every week for homework assignments. You can log on to CompClass after purchasing your CompClass access card at the bookstore. To log on to CompClass go to [www.yourcompclass.com](http://www.yourcompclass.com) If CompClass is down, you may send me your assignment via email with no penalty.

For this class, you are required to communicate using your UNTD email account. You should check this email account at least 2 times per week. I will send all communication about this class to your UNTD account.