



FIRST-YEAR Writing



ENGL 401.M1 | Fall 2025

Mon, 9:10 AM-12:00 PM | Pandra 345

Welcome to First-Year Writing!

This course will help prepare you to enter various discourses, genres, and contexts that you'll encounter across the academic curriculum. We'll pursue exciting, self-driven writing projects that provide practice in analysis, argumentation, research, and multimodal communication. Together, we'll approach writing as a process. You'll have conferences with your professor and in-class workshops with your peers, as you draft, revise, edit, and reflect on your writing. In general, we will approach this course as a community of practice, in which writing is not a solitary act. With this in mind, let's have a wonderful semester! (This course fulfills a Writing Intensive and Discovery requirement).

Professor: C.C. Hendricks, PhD [Prof. or Dr. Hendricks](#)



c.c.hendricks@unh.edu



virtual office hrs.:

Tuesdays, 11:00-1:00 PM

I am also available by appointment. Email is the fastest way to contact me.

LEARNING OBJECTIVES

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

- Focus on a purpose
- Respond to the needs of different audiences
- Respond & revise appropriately to different kinds of rhetorical situations
- Use conventions (format & structure) appropriate to the rhetorical situation
- Adopt appropriate voice, tone, and level of formality
- Understand how genres shape reading and writing (particularly as they move into various disciplines and eventually the workplace)
- Write in several genres
- Acknowledge diverse perspectives, communicate with diverse audiences, think critically about issues of equity and inclusion, and develop other skills essential to engaging a complex world

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REQUIRED MATERIALS

- There are not any required textbooks.
- I will post assigned readings to our Canvas course site.
- You will need access to a laptop or tablet during class. Laptops can be checked out (and used on campus) at the [UNHM library](#). If you need additional help, visit the [UNHM IT/Help Desk website](#).
- You will need to sign up for a free [Canva](#) account to create your infographic. I will provide additional instructions in class.

ASSIGNMENTS

Class Participation

Satisfactory participation involves:

- attending class on time
- making thoughtful, respectful contributions to class discussion and activities
- thoroughly and promptly completing writer's blog activities before and during class
- asking substantial questions
- making room for others to speak
- contributing to small group work

Participation will be calculated as follows:

	Excels = 2 Points	Baseline = 1 Point	Below = 0 Point
Attendance & Punctuality	Attend @ least 94% of meetings on time	Attend @ least 86% of meetings on time	Attend fewer than 86% of class meetings on time
Participation	Verbally participate with meaningful comments and/or contribute to the discussion google doc at least 90% of the time	Verbally participate with meaningful comments and/or contribute to the discussion google doc at least 80% of the time	Do not verbally participate or add to discussion google doc
Writer's Blog Posts	Complete all posts thoroughly and on time	Two or fewer posts missing, three or less late	At least three posts missing, and four late

A = 6 points; B = 5 points; C = 4 points; D = 3 points; F = <3 points



Writer's Blog Entries

You will complete informal free writes, writing and annotation exercises, and reading responses regularly. You will submit these writer's blog assignments on the Canvas course site. I will not assess these for quality, but for effort and completion. Writer's Blog prompts and due dates will be listed on the course site and calendar. In addition to your participation during class, your Writer's Blog grades will determine your final class participation grade.



Reading

Writers are readers. The readings in this course will introduce genres, arguments, examples, and key concepts, and enlarge context for class discussion. Your class participation depends on your timely, critical reading. For instance, many of the writer's blog posts require you to respond to assigned course readings before attending class.



Major Essays

You will complete four assignments in this course (assignment sheets linked below):

1. [Rhetorical Analysis](#)
2. [Collaborative Argumentative Research Essay](#)
3. [Infographic](#)
4. [Reflective Final E-Portfolio](#)

Each essay (with exception to the reflection letter included in the final e-portfolio) will require different drafts, which will receive feedback from both your peers and me. This revision process will help you to develop your writing from the invention and planning stages into concise, clear, well-researched, and correctly formatted products.

Drafts should be submitted on the Canvas course site by the target dates listed on the assignment sheets and [course calendar](#). I will not assess in-process drafts for quality, but for completion and effort.

Process Credit

For each major essay, you will complete drafts and participate in peer review workshops. Each draft and workshop will have specific parameters for satisfactory completion, which I will provide in class and link on the Canvas course site. Timely completion of these drafts and engaged participation in workshops will help you to produce effective final products and provide support throughout your writing process. To receive full process credit, each draft should meet (or exceed) the minimum requirements and be submitted on time and you should attend each workshop prepared and provide meaningful comments to your partner(s) in peer review.

Each draft and workshop



a process grade of:

- 10/10: meets/exceeds minimum requirements OR
- 7/10: does not meet minimum requirements and/or late OR
- 0/10: not submitted or 5+ days late

These process grades will be averaged together with your workshop credit to account for 25% of your final course grade.

For the final draft of the first three essays



a numeric/letter grade that represents the grade the draft would've received if submitted in the Final E-Portfolio

These grades will help you revise your essays and provide you with a better understanding of my expectations for the final e-portfolio.

The final draft grades for the Rhetorical Analysis, Collaborative Argumentative Research Essay, and Infographic will be averaged together to account for 20% of your final course grade.

Assignment sheets and collaboratively designed rubrics for all assignments will be posted on the Canvas course site and [course calendar](#) throughout the semester. If you require print copies, please email me asap at c.c.hendricks@unh.edu.

Reflective Final E-Portfolio

Your final, evaluative e-portfolio ([Assignment Sheet](#)) is due at the end of the semester.

Your final e-portfolio grade is based on the following materials:

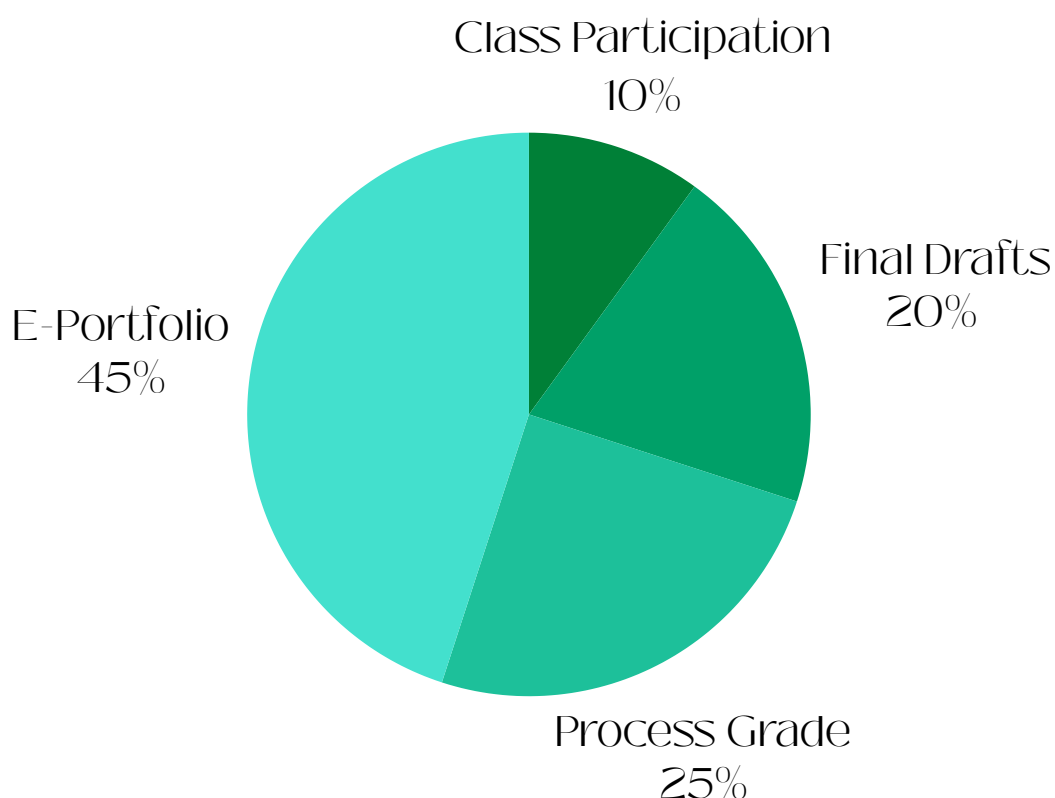
- An average of your final grades on 2-3 revised essays (85%)
- Your reflective portfolio letter grade ([assignment sheet](#))(15%)

I will provide more detailed instructions and we will discuss the e-portfolio assignment several times throughout the semester. Because I need time to thoughtfully grade your portfolios before final grades are due, late portfolios will NOT be accepted for any reason.

Your e-portfolio grade accounts for 45% of your final course grade.

GRADING

SCALE	
A	100-94
A-	<94-90
B+	<90-87
B	<87-84
B-	<84-80
C+	<80-77
C	<77-74
C-	<74-70
D+	<70-67
D	<67-64
D-	<64-60
F	<60-0



A Note on Grading

The grade book on the Canvas course site can be misleading. The feedback and process grades I give you on your drafts will help you assess how your final grade is shaping up. You are welcome to meet with me at any time during the semester to discuss your grades and standing in the course.

COVID-19 POLICIES

Unfortunately, COVID is still a part of our community. Please pay attention to messaging from the University (RAVE and Canvas and Email) in the event that any COVID protocols change. This course may shift to remote sessions. If this happens, we will continue to meet synchronously during our scheduled class time over Zoom. If additional adjustments to the assignment schedule are needed as a result of this shift, we will decide on such changes together. Monitor all Canvas announcements, campus email, UNH Police Twitter, RAVE alerts, and other UNH announcements to stay up to date with campus and course operations. You can always access current COVID protocols and requirements through the [Health and Wellness Website](#).

While masks are not mandated on the UNH Manchester campus, we will socially distance as much as the room allows. In addition, any instructor, employee or student also has the right to request that masks be worn by others in close contact in an indoor setting.

Finally, to ensure that we do our part to slow the spread of COVID-19, **please do NOT come to class if you are ill or suspect that you're ill**. You will not be penalized for absences due to illness. See the attendance policy for more.

ATTENDANCE

Please attend class as much as possible and if you can't attend, please notify me by email either before or as soon as you can after. To ensure we slow the spread of COVID, no one should attend class ill and you will not be penalized for missing class due to an illness or suspected illness. In the first week of class, we will compose a more specific attendance policy together that outlines parameters and potential consequences for excessive absences, which I will then post on Canvas. If you have five or more absences without notifying me, you will no longer be able to pass the course. If you are a caregiver and need to miss class for reasons associated with your caregiving responsibilities, please email me at any time. Students that foresee extended absences for extenuating circumstances should reach out to the Dean of Students (dean.strudents@unh.edu). If the university curtails operations due to weather, we will not hold in-person activities for our safety and the safety of others. As soon as possible, I will post an announcement on Canvas.

LATE WORK

Every assignment should be submitted by the target date when possible. Given the multiple-drafting system of the course, keeping up with these dates will ensure that you don't fall behind and become overwhelmed making up drafts. **If you are going to miss the target date, please email me when you will submit it. Assignments submitted late without emailing me will receive half credit. If you haven't made prior arrangements with me, no late work will be accepted 5 days after the target date.** No extensions will be provided on the e-portfolio, as it is due at the end of the semester.

CONFERENCES

We will have **in-class conferences**, in which the Professor will provide feedback to help direct your revisions. Drafts due on conference days should be completed prior to class time to ensure timely feedback. These days are clearly listed on the course calendar.



Consistent with UNH policy, you should expect to spend a minimum 3 hours of engaged time per week per credit over a 15-week semester. For more information, please see: [Pp111_Policy_On_Credits-And-Degrees.pdf \(neche.org\)](#). If you feel as though the workload is untenable, please email me.

ACADEMIC HONESTY

Correct and ethical documentation is an important skill when reading and writing in academic and professional contexts. Any attempt at plagiarism or misrepresentation will result in a failing grade for the project and, in some cases, for the entire course. For more on plagiarism and misrepresentation, see [UNH's Academic Honesty policy](#), ["Student Rights, Rules, and Responsibilities,"](#) and this [tutorial](#).

Unless otherwise specified, the use of Automated Writing Tools, including chatGPT and similar artificial intelligence (AI) tools, is strictly prohibited in this course, even when properly attributed.

The use of automated writing tools is considered plagiarism.

In this course, we will review and practice documentation in MLA (Modern Language Association) and APA (American Psychological Association) formats. You will have opportunities to correct instances of potential plagiarism. I recommend that you do **NOT** cite new sources in your final e-portfolio without allowing me to review your citations first.

ACADEMIC ALERTS

"If a faculty member is concerned about your academic performance, they may submit an academic alert. Academic alerts are not punitive. The goal is to provide you with support and resources to support your success."

STUDENT SUPPORT SERVICES

CONNORS WRITING CENTER (CWC)

The [Connors Writing Center](#), located in Durham, offers one-on-one writing conferences to current UNH students. The CWC offers both in-person and virtual appointments. The online sessions are synchronous (real-time) appointments. The Online Writing Lab (OWL) assists students via asynchronous remote collaboration with qualified writing assistants. To submit a paper to OWL, students can sign in at unh.mywconline.com and select the "Online Writing Lab" schedule.

ACCOMMODATIONS

According to the Americans with Disabilities Act, each student with a disability has the right to request accommodations from UNH. If you are a student with a documented disability or believe you may have a disability that requires accommodations, please contact Student Accessibility Services (SAS) at (603) 862-2607 or sas.office@unh.edu. Accommodation letters are created by SAS with the student. Please follow up with your instructors as soon as possible to ensure requested accommodations are implemented. For more information, visit the [Manchester SAS](#) or [UNH SAS](#) websites.

UNHM LIBRARY

The UNH Manchester librarians are available to assist you with the research process. Visit the library's website at <https://cps.unh.edu/library> to learn about library services and to search for reliable academic sources. An information literacy librarian will visit our class to help familiarize us with Library resources and databases.

The links below guide you to useful online library resources:

- [Make a Research Appointment](#) with a librarian
- Use the [Library Search Box](#) to find information
- [Reserve a Study Room](#)
- Discover resources for [Citing Sources](#)
- Learn strategies for [Evaluating Sources](#)



MENTAL HEALTH SERVICES

UNH Manchester offers **free mental health sessions for students**. Services include: free confidential screening & consultation with a licensed mental health therapist; referrals to mental health or substance misuse treatment; and, assistance in understanding how to afford additional treatment.

To schedule a counseling session:

- visit the [Student Wellness website](#)
- contact the Greater Manchester Mental Health Center, (603) 668-4111

If you or someone you know is experiencing a mental health or substance misuse crisis, you can also contact The National Suicide Prevention Lifeline, (800) 273-TALK/8255, for free, confidential counseling.

For more about the support available to you, please visit the [Student Wellness website](#).

SEXUAL HARASSMENT/ABUSE

UNH requires faculty, staff, peer mentors, tutors and other University members to report any incidents of sexual violence and harassment shared by students.

If you wish to speak to a confidential support service provider:

- see this [list of Privileged Confidential Service Providers/Resources](#)

To report an incident on campus, see Lisa Enright (Room 439; lisa.enright@unh.edu) or Manchester Security.

For more information on how to anonymously report incidents of discrimination, hate or harassment:

- visit the [Reporting for Students website](#)

For more on the support resources available to you:

- visit the [Sexual Harassment and Rape Prevention Program's \(SHARPP\) website](#)
- visit the [Manchester YWCA website](#)

FOOD PANTRY

The UNHM Wildcat Cupboard has pre-packed, non-perishable food items for students located in room 290. If you have any questions, email UNHM.Foodpantry@unh.edu. For additional food, housing, and financial support services, visit [UNHM's Basic Needs Support site](#).

RELIGIOUS OBSERVANCE

If you need an accommodation for a religious or cultural holiday or observance, please email me at c.c.hendricks@unh.edu as early in the semester as possible.

ADD'L OFFICES OF SUPPORT

[The Beauregard Center](#) works closely with underrepresented and ally students to empower their development and growth in order to thrive socially and academically.

[Military and Veteran Services](#) provide the highest quality service and support to Student Veterans, Service Members, and other military-affiliated students such as dependents. They can be reached by phone, (603) 862-0643, or email, UNH.Veterans@unh.edu.

[The Office of International Students and Scholars \(OISS\)](#) provides immigration support and programs to bring international, campus and local communities together. For more, email oisss@unh.edu.