

Course Syllabus

Required Texts:

Each student must purchase the following textbooks, which are available through the UNCG Bookstore. You may purchase and use hard copies or the digital version of the book.

Fackler, Evan, ed. *Writing Effects: Practical Techniques for College Writers*. 1st Edition. Macmillan, 2023.

ISBN: 978-1-5339-5638-5 (print book)

ISBN: 978-1-5339-6154-9 (Redshelf e-book)

Office Hours and Contact Information:

I am happy to see you during my posted office hours or via appointment if we have discussed another time that accommodates us both. *Please note that during office meetings for the sake of my health, I will be wearing a mask. I also ask you to do the same if you are so inclined.* Sometimes, I can be available for online meetings via Zoom. Please email me in advance to discuss arranging such meetings.

I check my emails routinely Monday-Friday between 9:00 AM – 5:00 PM. I usually respond to any emails within 48 hours. If I have not, please resend your email. I do not read or respond to emails over the weekend.

24 Hour Rule:

Please review any grades and comments I give you on major assignments for 24 hours before coming to me to discuss them if you have concerns. This rule is to give you time to properly consider my feedback before making a decision on whether or not you wish to talk to me about it.

Course Grade Distribution:

Personal Narrative (10%)

Annotated Bibliography and Grade Rationale/Proposal (20%)

Argumentative Position Essay (30%)

Argumentative Position Essay Presentation (10%)

Argumentative Position Essay Grade Rationale/Proposal (10%)

Reading Journal (10%)

Class Participation (10%)

Late Work:

Every late major assignment's grade will drop down a letter grade each day it is late after its due date. Grades stop dropping after 5 days late, meaning at that point, the highest grade the assignment could receive is a 50.

Please note that because of the time grades must be submitted to the university at the end of the semester, **I cannot accept any assignments past Monday, December 9th at 10:00 AM.**

All major assignments must be completed and submitted in order to pass this class!

As a general rule, please keep in mind that all major assignment rough and final drafts will typically be due by 9:00 AM on the days they are due. It is advised that you refer to the due dates of the assignments on Canvas in order to keep track of when they need to be submitted.

With all of the above information said, it is very much advised and to your benefit to come to me *as early as possible* to discuss issues you foresee occurring regarding your ability to complete and submit assignments on time. I am very happy to discuss options with you and together, we will come up with a solution!

Digital or Hard Copy?

All assignments must only be submitted digitally on Canvas in their respective portals. Only use Microsoft Word to type your written work. **All documents must be .doc or .docx.**

Major Class Assignments:

Personal Narrative (10%):

In this essay, you will write about an experience you have had that relates to a social issue or hobby that interests you and what you learned from it. The goal of this assignment is to give you a chance to discover a topic you can write about in your other assignments for this class and to reflect on why it is meaningful to you. By doing so, you will build a solid foundation for being able to successfully invest in and complete your future projects in this course.

Assignment Length: 3 pages

Annotated Bibliography and Grade Rationale/Proposal (20%):

All informed argumentation on a topic requires attention to its relevant field. That means understanding the scholarship already happening within it. In this assignment, you will be tasked with finding **4 sources** on a topic of your choice and concisely conveying the contents of those sources. Upon completion of this assignment, you will be ready to formulate a thesis statement for use in that next assignment.

In the last 1-2 pages of the assignment, you will then choose **2 of your source entries** that you perceive to be your best ones. Then, you will explain how they demonstrate effective summarization skills using the concepts we have discussed in class. You must also explain any challenges and rewards you experienced while composing your Annotated Bibliography as a whole. Finally, in a single sentence at the end, you will propose a grade for yourself for the assignment based on the assignment rubric and

course syllabus. **Keep in mind that I reserve the right to accept or decline your proposal. I also reserve the right to assign the project the grade I believe it merits.**

Assignment Length: 4-5 pages

Argumentative Position Essay (30%):

Once you understand rhetorical appeals, how to do research, and are more knowledgeable about your topic, you will be ready to take a stance on it and argue your position. This essay will allow you to create a thesis statement, identify an audience for your argument, and persuade your readers of your claim. You will be required to consider the rhetorical appeals we have discussed in class as you compose your argument. Furthermore, this assignment will require you to expand your horizons beyond only text by implementing images to further persuade your audience of your claim.

Assignment Length: 5-6 pages

Argumentative Position Essay Grade Rationale/Proposal (10%):

Upon completion of your Argumentative Position Essay, you will produce a short essay in which you review your paper and “grade” it. In it, you will devote at least a page to discussing how your thesis statement and one of your body paragraphs demonstrates effective argumentation. On the other pages, you will discuss other strengths of the paper, what lessons you gained from composing it, challenges you encountered along the way of writing it, and strategies you might use in the future to improve your writing, argumentation, or research skills. At the end, you will propose a grade for yourself based on this syllabus’s grading scale. **Keep in mind that I reserve the right to accept or decline your proposal. I also reserve the right to assign the project the grade I believe it merits.**

Assignment Length: 3 pages

Argumentative Position Essay Presentation (10%):

At the end of the semester, you will prepare and deliver a 4 minute presentation that is based on your Argumentative Position Essay. **To do that, you must make a website page that features a condensed article version of that paper that you will present.** An information sheet will be provided further in the semester with more details on how to complete this assignment.

Other Class Assignments:

Class Participation (10%):

You are required to come to class prepared to interact with the assignments given and the discussions we have. I expect all students to be attentive, prepared to be called on if I ask questions, engaged in any individual or group work I assign, and focused on any workshops we have. Class participation also includes having your rough drafts of projects prepared for the day they are due for peer-review. If you do

not have rough drafts ready to be peer-reviewed on their assigned days, I will deduct points from your class participation grade.

Reading Journal (10%):

You are expected to read the chapters of the textbook that are assigned in the below course calendar. After you read them, you are also expected to reflect on what you have read in a journal. **Your journal must take the form of a .doc or .docx document.** As you reflect, you are encouraged to consider the following questions as a way of guiding your thinking, but keep in mind it is not an exhaustive list. You are welcome to discuss other ideas in your journal entries if you would like to.

1. How does this chapter connect to previous experiences you have had in your life or writing you have done in the past?
2. What did you find the most interesting or useful to you in developing yourself as a writer/rhetor/scholar? Why?
3. Did you read anything that surprised you? If you did, what is it and why did it surprise you?
4. How do you anticipate using the knowledge you have gained in the chapter in your future writing or in your life?
5. How do you think the ideas you read about could help you advance in your chosen career path and/or life goals?
6. Are there connections you can make between the chapter and any assignments you have done in this course or perhaps other classes you are taking or have taken? What are those connections?

Your journal will be submitted at the end of the semester. Please make sure to write an entry for each assigned chapter. **Each entry must be 200 words minimum. Failure to submit this journal will result in a 0 for the Reading Journal assignment.** Also, failure to produce 200 words minimum per entry in the journal will result in a deduction of points on the assignment. Please make sure your journal is written in double-spaced format.

Final Exam:

Although the university has scheduled a final exam for our class on Thursday, December 12th at 8:00-11:00 AM, we **will not** have a final exam and we will not meet for any reason on that day or time.

Attendance, Tardiness, and Class Cancellations:

Attendance:

Students are allowed a maximum of 3 absences without penalty. Each absence over 3 results in a 5% (or one-half letter grade) deduction from your participation grade. After the student's 6th absence, students are required to email the instructor about setting up a meeting to establish an intervention plan that can help the student get back on track. Students who do not email the instructor to set up a meeting, do not attend the meeting, or do not follow the agreed upon intervention plan risk failing the course. **A student with 7 absences will receive a grade of F for the course.**

Please do not attend any class meetings if you feel unwell, if you know you've been exposed to someone infected with covid-19, or if you are required for any other reason to self-quarantine.

Students must attend every class, arrive on time with the necessary assignments and readings, and stay for the duration of the class. This attendance policy does not differentiate between "excused" and "unexcused" absences; it is your responsibility to reserve your absences for unavoidable occurrences, such as illness, work-related events, advising sessions, childcare concerns, car trouble, minor emergencies, etc.

State law requires that students be allowed two absences due to religious holidays; please notify me at least 48 hours prior to your anticipated absence. Intercollegiate athletes should provide official documentation of anticipated absences early in the semester. Absences for religious holidays and documented athletic events will not count toward the maximums described above.

If you have extenuating circumstances such as serious illness, chronic illness, an injury requiring prolonged medical treatment, prolonged psychological issues, etc., you should make your instructor aware of these circumstances as soon as possible and keep your instructor informed until you are able to return to class. You should also contact the Dean of Students Office, which can review documentation and notify multiple instructors on your behalf, especially if hospitalization or distress prevent you from doing so yourself. You should be aware, however, that the Dean of Students Office will not override any individual instructor's attendance policy and that decisions about whether and how to accommodate students in distress are made by individual instructors. The Dean of Students office is located at 210 Elliott University Center and can be reached at 336- 334-5514 or deanofstudentsoffice@uncg.edu (<mailto:deanofstudentsoffice@uncg.edu>).

Tardiness:

To keep track of attendance, I use Canvas's online attendance tool. At the beginning of each class, I will take attendance. If you walk in 20 or more minutes late, you will be counted as absent for the day.

Remember, you are only allowed to have 3 free absences!

Class Cancellations and Inclement Weather:

If class has to be cancelled, I will post an announcement on our Canvas page by 8:00 AM of the day we were originally scheduled to have class. I will also inform you about any calendar alterations due to the cancelled class. **Please make sure you check the announcements on our Canvas page regularly for updates. I will not email that information. It is always *your* responsibility to be an active academic citizen in this class, both on and off our Canvas page.**

Campus Resources:

Accessibility and Accommodations:

UNCG seeks to comply fully with the Americans with Disabilities Act (ADA), and I am committed to enabling students with disabilities to access this course fully. Please discuss any accommodation needs with me as soon as possible. Students requesting accommodations must be registered with the Office of Accessibility Resources and Services (oars.uncg.edu). If you wish to request accommodations, please start the process by contacting OARS at 215 Elliott University Center, 336-334-5440, or oars@uncg.edu (mailto:oars@uncg.edu).

For all of the information on class and university policies and the course calendar, please download and read the full syllabus here.

<https://uncg.instructure.com/courses/130281/files/14895614?wrap=1> ↓

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