English 2307 Creative Writing Online 16 Weeks Spring 2020 Syllabus

North Lake College

Instructor Information
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Office Hours: By appointment
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Course Information
Course Title: Creative Writing
Course Number: ENGL2307
Section Number: 73426
Semester/Year: Spring 2020
Credit Hours: 3
Class Meeting Time/Location: Online
Certification Date: 02/03/2020
Last Day to Withdraw: 04/16/2020

Course Prerequisites
Creative Writing I
This is a Texas Common Course Number.
Prerequisite: ENGL 1301 and ENGL 1302.
Coordinating Board Academic Approval Number: 2313025112

Course Description
Practical experience in the techniques of imaginative writing. May include fiction, nonfiction, poetry, screenwriting, or drama. (3 Lec.)
Student Learning Outcomes

SLO 1: At the course level, students will be able to identify, define, and organize basic fiction writing elements at 70% proficiency as measured by learning unit quizzes.

SLO 2: All students at the course level will demonstrate the use of basic literary elements (plot, setting, character, point of view, and theme) at 70% proficiency as measured by the departmental creative writing rubric.

SLO 3: All students at the course level will demonstrate the basic use of schemes and tropes at 70% proficiency as measured by the departmental creative writing rubric.

Texas Core Objectives

The College defines essential knowledge and skills that students need to develop during their college experience. These general education competencies parallel the Texas Core Objectives for Student Learning. In this course, the activities you engage in will give you the opportunity to practice two or more of the following core competencies:

1. **Critical Thinking Skills** - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information

2. **Communication Skills** - to include effective development, interpretation, and expression of ideas through written, oral, and visual communication

3. **Empirical and Quantitative Skills** - to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions

4. **Teamwork** - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal

5. **Personal Responsibility** - to include the ability to connect choices, actions, and consequences to ethical decision-making

6. **Social Responsibility** - to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities

Required Course Materials


Writing handbook of your choice.
You are responsible for all information and content posted to our eCampus class, and you are required to access eCampus/Blackboard daily. You must have access to a computer, *Microsoft Office 360* software, a pdf file reader, audio hardware, and a digital or cell phone camera.

Note: A student of this institution is not under any obligation to purchase a textbook from a university-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

**Graded Work**

The tables below provide a summary of the graded work in this course and an explanation of how your final course grade will be calculated.

**Summary of Graded Work**

<table>
<thead>
<tr>
<th>Assignments</th>
<th>Descriptions</th>
<th>Weights</th>
</tr>
</thead>
<tbody>
<tr>
<td>Journal Average</td>
<td>12 journals = 1 average grade</td>
<td>10%</td>
</tr>
<tr>
<td>Exercises Average</td>
<td>5 exercises = 1 average grade</td>
<td>10%</td>
</tr>
<tr>
<td>Workshop Quizzes Average</td>
<td>12 quizzes = 1 average grade</td>
<td>20%</td>
</tr>
<tr>
<td>Peer Review Average</td>
<td>3 peer reviews = 1 average grade</td>
<td>10%</td>
</tr>
<tr>
<td>Writer’s Community Project</td>
<td>1 project report = 1 grade</td>
<td>20%</td>
</tr>
<tr>
<td>Manuscript</td>
<td>1 manuscript = 1 grade</td>
<td>30%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

**Final Grade**

<table>
<thead>
<tr>
<th>Percentages</th>
<th>Letter Grades</th>
</tr>
</thead>
<tbody>
<tr>
<td>90-100%</td>
<td>A</td>
</tr>
<tr>
<td>80-89%</td>
<td>B</td>
</tr>
<tr>
<td>70-79%</td>
<td>C</td>
</tr>
<tr>
<td>60-69%</td>
<td>D</td>
</tr>
<tr>
<td>0-59%</td>
<td>F</td>
</tr>
</tbody>
</table>
Descriptions of Graded Work

Descriptions and rubrics for all assignments are provided in eCampus. Click the *Syllabus* button, locate your assignments by title, and click links to open assignment guides. These assignment guides represent extensions of this syllabus and require your strict adherence.

**Participation Assignments**
- Complete workshop readings and viewings

**Journal Entries**
- Complete workshop journal entries

**Writing Exercises**
- Complete workshop writing exercises as presented and required

**Writer’s Community Project**
- Complete a field trip to a local writing guild and write a report

**Workshop Quizzes**
- Complete workshop quizzes

**Peer Review**
- Complete peer reviews of manuscripts

**Manuscript entry for NLC’s Duck Soup Magazine**
- Write and revise an original manuscript and submit with query letter and entry form

**Extra-Credit**
- Extra-credit information and guides are provided in eCampus under the *Syllabus* button.

**Attendance Policy and Your Final Grade**

To excuse an absence due to an anomalous circumstance, an unpredictable event outside your control, or a unforeseeable situation such as a medical emergency, death in the family, natural disaster, or illness, you may request an excused absence by informing me of your situation and submitting documentation via email within a week of your absence (seven business days). Viable documents include medical leave forms, legal forms, receipts, obituaries, press releases, witness testimonies, or similar documents. I reserve the right to determine the merits of your request and documentation, and I reserve the
right to penalize your final grade for unexcused absences and reject your missing and late assignments.

Unexcused absences mandate a 5 point per absence deduction to your semester grade.

**Late Work Policy**

You are required to complete and submit assignments according to the Course Schedule provided at the end of this syllabus. I do not accept assignments after deadlines expire unless you meet the criteria of my attendance policy. Unexcused absences, technology problems, computer crashes, printer problems, transportation issues, eCampus problems, employment conflicts, alarm clock problems, vacations, school and club activities, undocumented family emergencies, and so forth do not excuse or extend your assignment deadlines. I reserve the right to determine which assignments are eligible for late submissions.

**Make-up Assignment Policy**

If you experience an anomalous circumstance as described in my attendance policy and miss an assignment deadline, please follow my attendance and late work policies. Upon notice, I will arrange a make-up assignment for you.

**Communication Policy**

I frequently email class announcements and assignment reminders. You are required to use an email account, accept my email messages, check daily for my email messages, and follow my email instructions.

**Graded Assignment Policy**

I do not discuss assignment assessments during or near class times, and I do not discuss graded assignments you have not reviewed. After I assess an assignment and report your grade in eCampus and/or Turnitin.com, you are required to study my feedback, determine if you need to visit with me, prepare questions, and request a meeting via email. Meetings typically occur during my office hours.

**Academic Dishonesty Policy**

You must adhere to DCCCD Policies for Scholastic Dishonesty and North Lake College’s Policies regarding Cheating, Plagiarism, and Collusion. In terms of plagiarized assignments, I reserve the right to enact the following penalties:

- A first offense warrants a grade of zero on any plagiarized assignment, and your name will be entered on a plagiarizing student database.
- A second offense warrants an automatic failing grade in the course. A record of your offense and course expulsion will be recorded in your academic record.
• Any offense of plagiarism can warrant suspension from the college.

Additionally, I require all of your learning artifacts to be authentic, original, and specific to my class content and curriculum. I do not recognize “double dipping” or “paper swapping” or “paper recycling” as legitimate methods for gaining an education. This means I will not accept papers written previously, submitted to other professors, written for other classes, and/or written by anyone other than you, the student attending my class.

**Institutional Policies**

Institutional Policies relating to this course can be accessed using the link below. These policies include information about tutoring, Disabilities Services, class drop and repeat options, Title IX, and more.

[North Lake Institutional Policies](http://www.northlakecollege.edu/syllabipolicies)
Course Schedule

WEEK 1
Complete the Course Orientation
  • Click the Start Here button in the main menu and complete the course orientation
  • Click the Orientation Quiz link and complete the Orientation Quiz before 11:59pm, 1/23

Plan your Assignments
  • Click the Syllabus button, click the Writer's Community Project Assignment Guide, and set a date for completing this assignment
  • Click the Syllabus button, click the Duck Soup Manuscript Assignment Guide, and begin planning time for completing this assignment

Complete Workshop 1
  • Click on the Workshops button in the course menu, click the Workshop 1 link, and complete the assignments as presented
  • Click each link and complete all readings and viewings
  • Click the Workshop 1 Journal link in workshop 1 and complete a Workshop 1 journal entry in eCampus (no file upload please)
  • Click the Workshop 1 Quiz link and complete the quiz
  • Complete the entire Workshop 1 before 11:59pm, 1/25

WEEK 2
Complete Workshop 2 before 11:59pm, 2/1

WEEK 3
Complete Workshop 3 before 11:59pm, 2/8

WEEK 4
Complete Workshop 4 before 11:59pm, 2/15

WEEK 5
Complete Workshop 5 before 11:59pm, 2/22

WEEK 6
Complete Workshop 6 before 11:59pm, 2/29

WEEK 7
Complete Workshop 7 before 11:59pm, 3/7
WEEK 8
Complete Workshop 8 before 11:59pm, 3/14

WEEK 9
Spring Break

WEEK 10
Complete Workshop 9 before 11:59pm, 3/28

WEEK 11
Complete Workshop 11 before 11:59pm, 4/4

WEEK 12
Complete Workshop 12 before 11:59pm, 4/11

Complete and submit your Writer’s Community Project Report
- Click the Syllabus button, click the Writer’s Community Project Assignment Guide, and complete your report
- Click the Submit Assignments button, click the Writer’s Community Project submission link, and upload your report before 11:59pm, 4/11

WEEK 13
Complete your DS Manuscript Assignment for peer review
- Click the Syllabus button, click the DS Manuscript Assignment Assignment Guide, and complete your DS Manuscript Assignment for peer review
- Click the Peer Reviews button, click File Exchange, and upload your file before 11:59pm, 4/18

DO NOT SUBMIT YOUR FINAL MANUSCRIPT FOR GRADING AT THIS TIME

WEEK 14
Complete Peer Reviews
- Check your email on 11/18 for your Peer Review assignment
- Click the Syllabus button, click the Peer Review Assignment Guide, and follow my instructions for completing peer reviews
- Click the Peer Reviews button, download your assigned manuscripts, complete peer reviews, and upload your peer reviews before 11:59pm, 4/25
WEEK 15
Revise your manuscript
  - Click the Peer Reviews button, read posted peer reviews of your manuscript, and revise your manuscript for a final submission
  - Visit the NLC Writing Center (Library Lower Level) for extra credit, share with a friend, find a critique group, or hire a reviewer

Complete and email a query letter and Duck Soup (DS) entry form
  - See Lesson 12 for writing a query letter,
  - Click the Syllabus button and click the DS entry form template link
  - Complete your query letter and DS entry form
  - Email your query letter and completed DS entry form to bbodily@dccc.edu before 11:59pm, 5/2

Submit your final DS Manuscript for grading
  - Click the Submit Assignments button, click the submission link, and upload your manuscript to eCampus before 11:59pm, 5/2

End of Syllabus