

English 300 710 Writing in the Disciplines

This syllabus is subject to change. Should the need arise to make a change, I will notify my students of changes by email and post the same as an announcement on Blackboard.

Power Outages: I live in a rural area, and, when the weather makes for ice on the tree limbs or if there are high winds, I may lose my electricity. If you do not see any activity from me online for two days, assume that I may be without power. I'll contact you as soon as I can, and I expect you to continue with your assignments, turning them in on time. I should be able to get to another computer within 48 hours. But it's not likely to be a problem, at all. Still, you need to know about the possibility.

Welcome to Ruth Rogers' English 300!

Your teacher: Velda "Ruth" Rogers (Not "Dr. Rogers." So "Mrs. Rogers" is fine.)

My E-mail: ruth.rogers@wku.edu

Please use my WKU email account when you want to contact me. If you do not get an answer within 24 hours, resend your message.

My phone number—but please use email, instead, whenever possible: 270-786-4030 (not available after 9 p.m. CST)

Prerequisite: ENG 200 or equivalent.

Catalog description: Interdisciplinary writing course to be taken in the junior year. Students will read and write about challenging texts from a number of fields. Each student will produce a substantial research project appropriate to his or her chosen field.

English 300 helps to fulfill the A.1. (Organization and Communication of Ideas) general education requirement at WKU. The course will help you attain these general education goals and objectives: 1. The capacity for critical and logical thinking and 2. Proficiency in reading, writing, speaking.

Resolving Complaints about Grades The first step in resolving a complaint about grades is ordinarily for the student to attempt to resolve the problem directly with the course instructor. If that attempt is unsuccessful, the student may bring the matter to the Director of Composition, who will assist the instructor and the student in reaching a resolution. Students or instructors unsatisfied with that outcome may appeal to the Department Head, and so on. See the Student Handbook, available online at <http://www.wku.edu/handbook/2009/>, for the full policy.

ADA Notice Students with disabilities who require accommodations (academic and/or auxiliary aids or services) for this course must contact the Office for Student Disability Services, Room A200, Downing University Center. The OFSDS telephone number is (270) 745-5004 V/TDD. Please do not request accommodations directly from the instructor without a letter of accommodation from the Office for Student Disability

Services

Financial Aid Statement: PELL, SEOG, and Student Loan recipients (Title IV) who stop attending or withdraw prior to the 60% point in the semester may be obligated to repay a portion of their financial aid. For questions about this, please contact the financial aid office.

Blackboard: <https://ecourses.wku.edu> I plan to post only two weeks of assignments at a time—not a whole semester’s calendar in this syllabus or online. I have always had to make changes in my plans during a semester, so posting two weeks at a time will work best and avoid confusion.

Your Texts: It is an English Department requirement for each student to become familiar with the material in this online WKU Gen-Ed handbook.

<http://www.wku.edu/composition/gened.html>

Other class readings and access to the MLA style guide (or another style guide, depending on your major) will be from the Internet and will be found in your Blackboard Assignments as needed.

It is possible that I will ask you to purchase a text, but I have no plans to do so at this time.

Writing Requirements: English 300 requires writing—a 5,000 word minimum, which includes a research paper of at least ten pages, with proper references and a works cited page, and it should be related to your major field, unless other arrangements are made with your instructor. You should write the research paper for a college level, non-specialist audience.

Student Email and Blackboard Announcements: Online courses require students to make regular visits to the Blackboard class site and to carefully read their email messages from the instructor. Students should check their WKU email accounts and the Blackboard Announcements page **daily**. Check your Blackboard messages and email messages from me **FIRST** when you are online, or you’ll find yourself getting distracted to messages from friends. Not checking email or Blackboard is not an excuse for not knowing the information I post there. Also, be aware that you must empty the trash periodically in your WKU email account. Even if you delete a message, it is still taking up space in your account. And I prefer you use your WKU account for this class. If you have given ITT another account name as your preferred one, please change it back to your WKU account, so that class emails will reach you there. However, I want you to provide me with a second email account where I can reach you, in case your other one begins bouncing.

Late Penalties: You should complete your week’s assignments promptly and post them in the week they are due—by the due date or before. The assignment will be considered **LATE** if not posted by midnight CST on the date due. Papers are also considered late if submitted in a format that is not approved. They must be in .rtf (Rich Text Format). Papers submitted in other formats will be counted late until sent in the appropriate format. You will find that saving everything in .rtf will enable you to open your documents on any computer. (This can save you much frustration in years to come, when computers and programs change.) **Late work suffers a five point penalty for each day it is late and**

may not be accepted at all if not posted by the next assignment due date on our schedule.)

Grading: Grades are available on Blackboard. Final grades are non-negotiable and are based strictly on earned points. Final grades are based on a 1000-point grading scale: 900 to 1000 =A 800 to 899=B 700 to 799 = C 600 to 699 = D Below 600 = F. I do not round up grades, except when the numbers are only one point from the next higher grade.

Jan 26 First Wednesday ~ Prewriting = 15 points

Jan 28 First Friday ~ Introductory essay = 50 points

Feb 2 Second Wednesday ~ Prewriting =15 points

Feb 4 Second Friday ~ Summary = 50 points

Feb 9 Third Wednesday ~ Prewriting = 15 points

Feb 11 Third Friday ~ Critique = 50 points

Feb 16 Fourth Wednesday ~ Prewriting =15 points

Feb 18 Fourth Friday ~ Essay = 50 points

Feb 23 Fifth Wednesday ~ Prewriting = 15 points

Feb 25 Fifth Friday ~ Essay = 50 points

Mar 2 Sixth Wednesday ~ Prewriting = 15 points

Mar 4 Sixth Friday ~ Essay = 50 points

March 7th through 11th SPRING BREAK

Mar 16 Seventh Wednesday ~ Prewriting = 15 points

Mar 18 Seventh Friday ~ Essay (incorporate a research element) = 50 points

Mar 23 Eighth Wednesday ~ Prewriting = 15 points

Mar 25 Eighth Friday ~ Essay (incorporate a research element) = 50 points

Mar 30 Ninth Wednesday ~ Prewriting = 15 points

April 1 Ninth Friday ~ Research proposal and argument = 50 points

April 6 Tenth Wednesday ~ Prewriting = 15 points

April 8 Tenth Friday ~ Annotated Bibliography = 100 points

April 13 Eleventh Wednesday ~ Create an Outline of your Celebration of Life paper. (It evolve as you write the paper.) = 50 points

April 15 Eleventh Friday ~ Post for me the first two pages of your Celebration of Life paper. = 50 points. They need to be story based.

Send me an email by today telling me the date of your appointment to see either the Writing Center staff or The Learning Center staff with your completed Celebration of Life paper. Choose a date between now and April 21—**one that will coincide with you having completed your Celebration of Life paper.** THE MLA OR APA DOCUMENTATION MUST BE COMPLETE for this visit, too. It is important you get feedback on that part of your paper, as much as on the rest of it.

April 20 Twelfth Wednesday ~ Visit The Writing Center or The Learning Center with your **completed** Celebration of Life paper. Have the worker who checks your paper send me an email saying you came for your appointment and the details of the session. = 100 points

April 22 Twelfth Friday ~ Nothing due, but continue improving your Celebration of Life Paper

April 27 Thirteenth Wednesday ~ Celebration of Life paper due. = 200 points.

Academic Theft: Failing grades will be given assignments with any plagiarized sections. If it happens a second time, the student will fail the course and may be reported to university judiciaries. Don't let fear (or other considerations) tempt you to turn in work that is not ALL your own. You are cheating yourself, most of all, if you try to take such shortcuts. You should be aware that student work may be checked using plagiarism detection software.

The Learning Center (www.wku.edu/tlc): The Learning Center (TLC) is located in the Academic Advising and Retention Center, DUCA330). Should you require academic assistance with this course or any other General Education Course, TLC can provide you with help. TLC has tutors for most major undergraduate subjects and course levels. To make an appointment, or to request a tutor for a specific class, call 270-745-6254 or stop by DUC A330.

The WKU Writing Center (CH 123): You will take your research paper to the Writing Center for feedback on it before turning in the final copy—either in person or online. You will be expected to have your MLA or APA (or other) style correct on the final research paper by asking for help from the Writing Center and by consulting the appropriate books and online resources. **Marking all your formatting mistakes will not be my responsibility. This is an area where you need to show initiative and make sure your paper is correct.**

<http://www.wku.edu/Dept/Academic/AHSS/English/wccenter/wcpage.html>

Acceptable Sources: Sources used for your Celebration of Life paper must **not** be exclusively from the Internet. Scholarly materials available in online library databases (such as Ebsco Host) and textbooks are **preferred**. Deductions will occur for using **only** Internet materials.

Feedback from you: Feedback from you about my posts, emails, or anything else you need to discuss will be welcome. I often get suggestions from my students that I decide to incorporate into my course. And since I am human, you'll find I make a mistake from time to time. Do me the favor of letting me know, if you think that has happened. I'll appreciate it. ☺

Withdrawal Policy: If you decide to withdraw from this online class, it is your responsibility to do so and should be done before the necessary deadlines. However, withdrawal from a course is a serious decision and may affect your financial assistance. Withdrawal does not relieve a student from the financial obligation. If a student drops the class without completing the necessary paperwork, a failing grade will be given at the end of the term.

If you do not drop this class by the end of week one, this syllabus becomes a contract between us.

Classes Begin	Monday, January 24
Spring Break	Monday - Friday, March 7-11
Second Bi-Term Begins	Monday, March 21
Final Examinations	Monday - Friday, May 9-13
Commencement Weekend	Friday, Saturday, May 13-14
Final Grades Due	Tuesday, May 17 (noon)