

## ENGLISH 200 – Introduction to Literature



**Instructor:** Jacqueline Gibbons

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**Phone:** (270) 938-7206

**Course Meeting Time:** January 27 – May 15

**Class Location:** Online

**Office:** Office hours are online as this is an online class. I am available by Skype, email, and telephone.

**Office Hours:** Because this is an online course, virtual office hours are by appointment. I am generally available for online meetings in the evenings on Wednesdays and Fridays unless otherwise specified. Students must contact me to schedule meeting times (online only). Outside of my office hours, I work from home and teach other courses. Please feel free to leave telephone messages up until 6:00 p.m. during the weekdays and allow up to 24-48 hours for a response except for weekends and official university breaks. Email is the best mode of contact. If I will be out of town or have no email access for some reason, I'll alert students via Blackboard announcements before it happens unless it's an emergency.

*I am always happy to help you, so don't be afraid to ask.*

### Course Policies & Information

**Course Catalog Description:** Introductory study of fiction, poetry, and drama demonstrating techniques by which literary artists reflect human experience. Substantial student writing about literature will be required.

**Course Prerequisites:** ENG 100 or ENGL 100C or ENG 101 or ACT English Test Score: 29 or SAT Verbal / Critical Reading Test Score: 620

**Colonnade Program Description:** English 200 provides an introduction to a variety of literature at the college level. Assignments encourage critique and analysis and give students introductory knowledge of key literary terms, concepts, and reading strategies. Students apply this knowledge in discussing and writing about literary texts and consider how literature inscribes the human experience. Because these classes emphasize the reading of primary texts, instructors will focus on literacy skills to supplement content course work.

### English 200 Learning Outcomes

#### Colonnade Learning Outcomes Met by This Course

English 200 helps to fulfill the Arts and Humanities (AH) Colonnade requirement. Upon completion of this English 200, students will demonstrate the ability to:

1. Utilize basic formal elements, techniques, concepts and vocabulary of specific disciplines within the Arts and Humanities.
2. Distinguish among various kinds of evidence by identifying reliable sources and valid arguments.

3. Demonstrate how social, cultural, and historical contexts influence creative expression in the Arts and Humanities.
4. Evaluate the significance of human expression and experience in shaping larger social, cultural, and historical contexts.
5. Evaluate enduring and contemporary issues of human experience.
6. Read, comprehend, and analyze primary texts independently and proficiently.

### **Course Text (required)**

Backpack Literature: An Introduction to Fiction, Poetry, Drama, and Writing, **6<sup>th</sup> ed. (5<sup>th</sup> ed. has similarities and may work, but it is not guaranteed)** New York: Pearson, 2019, by X. J. Kennedy, Dana Gioia, and Dan Stone. ISBN # 9780134586441

**Minimum Requirements for Passing this Course:** Students must complete all major papers (4) and will submit original work created in the English 200 course to pass the course. This is the minimum requirement. Beyond completing all four major essays, grades are based on the following:

**Writing Responses/Quizzes/Exams:** 40% (Short Story, Drama, and Poetry)

**Critical Analyses:** 40% (2 Short Story, 1 Drama, and 1 Poetry @ 10% each)

**Discussion Boards:** 20%

### **Blackboard Help/WKU IT Help Desk:** 270-745-7000

Unfortunately, malfunction of technology is not an acceptable excuse for late assignments. The Blackboard help number is provided to students if there are technical problems. When a student contacts the help desk, I typically contact the help desk to get information as well in case there is a technical issue that I need to resolve.

### **Make Sure You Know How to Use Blackboard**

#### **Bb Student User Training**

If you have not used Blackboard a lot, or if this is your first online class, I highly recommend signing up for and completing the Blackboard Student User Training. These are basic training modules that even those who have used Blackboard a lot have told me are helpful. To sign up, go to Blackboard and sign in, then click the IT TRAINING tab (top, toward the right, black with white writing). Look for IT Blackboard Student User Training. No points are given to students for completing this training, but it is highly recommended to students who need a refresher or need to learn before class begins.

### **WKU Distance Learning Student Resource Center**

You may also want to visit the [WKU Student Resource Center](http://www.wku.edu/online/src/) at this web address (<http://www.wku.edu/online/src/>).

### **Writing Center Assistance**

If you are on campus, the Writing Center is located in Cherry Hall 123 on the Bowling Green campus. The Writing Center offers online consultations to distance learning students. The [Writing Center](http://www.wku.edu/writingcenter) (<http://www.wku.edu/writingcenter>) information is available online. The telephone number is (270) 745-5719.

## Other Items Needed

- A computer—not a tablet, not a phone—with a reliable internet connection.
- Microsoft Word or word processing software saves files in doc, .docx, or .rtf file format; note that .pages, .ost, or .googledocs are not acceptable formats as I am unable to access them via Blackboard. Late penalties apply to any assignment that allows late work with a penalty. See late policy.
- Adobe Acrobat Reader (a free download from Adobe.com)
- I recommend Google Chrome or Firefox as the internet browser you use. Internet Explorer (the blue 'e' on your desktop) does not function well with Blackboard.
- A flash drive/thumb drive to save your work on.
- It is also recommended that you have access to a dictionary and thesaurus (digital or printed).

## Important Dates:

### **SPRING SEMESTER 2020**

Classes Begin .....	Monday, January 27
5 Week Session 1 Begins.....	Monday, January 27
5 Week Session 1 Ends.....	Friday, February 28
5 Week Session 2 Begins.....	Monday, March 2
Spring Break (no classes; offices open)...	Monday-Friday, March 9-13
Second Bi-Term Begins .....	Monday, March 23
5 Week Session 2 Ends.....	Friday, April 10
5 Week Session 3 Begins.....	Monday, April 13
5 Week Session 3 Ends.....	Friday, May 15
Final Examinations.....	Monday-Friday, May 11-15
Commencement.....	Friday - Saturday, May 15 - 16
Final Grades Due.....	Tuesday, May 19

## Assignments:

**Late Assignments:** Late assignments are not allowed in this course except for major papers. The major papers are penalized one full letter grade for every day that they are late. All assignments will be posted on Blackboard as this is an online course. At no time should a student email an assignment to the instructor, even when it is late.

**Grading:** All formal writing and exams will receive numerical grades. Papers will receive comments from the teacher. Discussion boards have a rubric that indicates scoring, and quizzes have points as indicated. Final grades are non-negotiable and are based strictly on the student's earned points out of the total possible points. The grading scale is as follows:

90%-100%=A, 80%-89%=B, 70%-79%=C, 60%-69%=D, 59% and below=F

## Grading Turnaround

Although grading times will vary, grading may take up to two weeks on any given assignment. Please keep in mind that I read every word of every paper so that I can provide appropriate feedback to help students improve over time. Grades are posted on Blackboard, but the overall average function may be incorrect. Students can take the total points earned and divide them by the total possible points to figure up the grade percentage for the course.

### **Assignment Submissions**

- All of your assignments will be submitted on Blackboard as this is an online course. They should be in .doc or .docx format and should be turned in on time in the correct assignment folder. I use tracking changes to provide feedback to students which can only be accomplished in Word (.doc/.docx). Students uploading a document in .pdf will have an automatic -10% applied to the grade. Other formats will earn a failing grade as they cannot be opened.
- All formatting for formal papers will be MLA only.

### **Attendance**

All students are expected to log in daily to every other day to check announcements and any assignment or other changes. Most announcements will automatically be emailed to student email accounts, but sometimes Blackboard malfunctions. It is a good idea to always check.

### **Program Assessment Notice**

As part of a university-wide accreditation study, a small sample of papers will be collected from randomly selected individuals in all ENG 100, 200, and 300 classes this semester. The papers will be examined anonymously as part of a program assessment; results will have no bearing on student assessment or course grades.

### **Incompletes**

Typically, incompletes will not be granted for any Foundations category English course. When extenuating circumstances arise—for example, if a student in the military is deployed or if a student has a personal or medical crisis that comes up toward the end of the semester—the student must discuss the situation with the instructor if possible and the instructor will consider an incomplete. The instructor will only consider an incomplete for students who are in good standing (C or higher) in the course.

### **Resolving Complaints about Grades**

The first step in resolving a complaint about grades is for the student to attempt to resolve the problem directly with the course instructor. See the Student Handbook, available at <http://www.wku.edu/handbook/> for additional guidance.

### **Title IX Misconduct/Assault Statement**

Western Kentucky University (WKU) is committed to supporting faculty, staff and students by upholding WKU's Title IX Sexual Misconduct/Assault Policy (#0.2070) at <https://wku.edu/eoo/documents/titleix/wkutitleixpolicyandgrievanceprocedure.pdf> and Discrimination and Harassment Policy (#0.2040) at <https://www.wku.edu/policies/docs/251.pdf>.

Under these policies, discrimination, harassment and/or sexual misconduct based on sex/gender are prohibited. If you experience an incident of sex/gender-based discrimination, harassment and/or sexual misconduct, you are encouraged to report it to the Title IX Coordinator, Andrea Anderson, 270-745-5398 or Title IX Investigators, Michael Crowe, 270-745-5429 or Joshua Hayes, 270-745-5121.

Please note that while you may report an incident of sex/gender based discrimination, harassment and/or sexual misconduct to a faculty member, WKU faculty are “Responsible Employees” of the University and **MUST** report what you share to WKU’s Title IX Coordinator or Title IX Investigator. If you would like to speak with someone who may be able to afford you confidentiality, you may contact WKU’s Counseling and Testing Center at 270-745-3159.

### **ADA Accommodation Statement**

In compliance with University policy, students with disabilities who require academic and/or auxiliary accommodations for this course must contact the Student Accessibility Resource Center located in Downing Student Union, Room 1074. The SARC can be reached by phone number at 270-745-5004 [270-745-3030 TTY] or via email at [sarc.connect@wku.edu](mailto:sarc.connect@wku.edu) . Please do not request accommodations directly from the professor or instructor without a faculty notification letter (FNL) from The Student Accessibility Resource Center.

### **Schedule**

The schedule for this course can be found in weekly folders.