

**English 200: Introduction to Literature, Sections 703/704 (web)**

**Fall 2024**

**Instructor:** Prof. Marya Davis Turley      [https://www.wku.edu/english/staff/maryadavis\\_turley](https://www.wku.edu/english/staff/maryadavis_turley)

**Office hours:** Online; email for appt.

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**Phone:** 270-745-3043

**Communication:**

An important aspect of this course is communication, so please check your WKU Topper email and our Blackboard course site Announcements page daily.

If you need to contact me directly, email is the best way to reach me. If you haven't received a response from me within 4 hours and it's a weekday, check the spelling in the email address and try again.

If you email me, typing "E200 and your last name" in the subject line will give your email top priority because I will notice it first among the other emails.

One-on-one phone or Zoom meetings are available. Just email me and I will set it up.

**Important dates:**

Monday, August 19—First day of class for this course

Monday, August 26—Last day to drop a full semester course without a grade or add a full semester course

Monday, September 2—University closed for Labor Day

Monday & Tuesday, October 7-8—Fall Break; no classes

October 20—60% point of the semester (FN date). Students who stop attending class before this date may be held responsible for student loans accrued

Monday, October 28—Last day to withdraw from a full-semester course with a W

Tuesday, November 5—Election Day; no classes.

Wednesday, November 27-Friday, November 29—Thanksgiving holiday; no classes

December 2-5—Final Exams

Tuesday, December 10—Final grades due in Topnet by noon

**Prerequisite: English 100**

**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 location:**

This course will meet only online through Blackboard. In the interest of providing maximum flexibility for your schedule, mandatory Zooms are not in the semester plan for this course. However, if you would like to conference with me via Zoom, I can make that happen; just let me know!

#### **Required Textbooks:**

There are no required textbooks for this course. All material will be provided for your access within the Blackboard course site.

**Required Materials:** a computer with Firefox browser, a flash drive for storing assignments and their drafts, daily access to high-speed internet, Blackboard, and WKU Topper email; a word processing program that supports .rtf or .docx format, pen/pencils, paper, and a poster board. Note: Chromebooks are incompatible with the Blackboard system. If you have a Chromebook, you can contact the IT Service Desk at 270-745-7000 to enquire about a semester-long loaner laptop. iPads are compatible with the Respondus Lockdown Browser and may be a good option.

**Required skill:** Students who are taking this online course must have a good working knowledge of Blackboard. **If you have not used Blackboard a lot, or if this is your first online course, I recommend signing up for and completing the free Blackboard Student User training: <https://www.wku.edu/online/orientation/for-me.php>.** If you have questions at any time about the Blackboard course site, please email me and I will try to help you. 😊

**Warning about Online Courses:** Online courses offer special challenges along with the extra flexibility they afford students. This course will require you to be self-disciplined, self-motivated, well-organized, and attentive to detail.

There will be a weekly “To-Do” checklist, but you will be the one responsible for keeping up with the reading and writing deadlines. Some students have said that they print the weekly To-Do list and check off the assignments as they complete them. The small weekly assignments add up, so make sure you plan time each week to read and to submit your assignments.

**Blackboard info and warning:** While Blackboard is a very useful tool, it does have an aspect that sometimes confuses students who are unaware of its Grade Center properties.

Blackboard will show you only what points you have accumulated out of the assignments you have attempted, NOT the total assignments/points possible in the course.

This sometimes misleads students to think they are performing better in the course than they really are. Always be aware of what has been assigned and the point total associated with it, then divide your points into that number.

If you have questions about your points, please feel free to email me and I'll go over it with you and will try to clear up confusion. ☺

#### Graded Work:

Response Posts (12 @ 25 pts. ea.)	300 points
Essay	100 points
Fiction Unit exam	100 points
Poetry Unit exam	100 points
Drama Unit exam	100 points
Poetry poster	100 points
Reading quizzes (11 @10 pts. ea.)	110 points
Peer reviews (2 @ 25 pts. ea.)	50 points
Responses to Poetry Posters (2@20 pts. ea.)	40 points

Tentative total possible = 1000 points

I reserve the right to add, alter, or delete assignments as I deem beneficial to the class; any change will be announced on Blackboard. This may cause the total number of possible points to change. However, what will not change is how the points translate into letter grades at the end of the course: 90-100% of the total possible points=A, 80-89=B, etc. A "D" or above is a passing grade in this course.

**Written work:** If you have taken this course before, you cannot reuse the responses to assignments you turned in for the previous course. All work must be produced within the current semester.

Though this is an introduction to literature, the course focuses on general writing as well as writing about literature. Plan to spend some time focusing on your reading *and* writing skills in this course.

**Quizzes & Exams:** Instructions for downloading the Respondus Lockdown Browser will be posted on our course site. You will need this lockdown browser for all of the quizzes and the exams, even though the exams will be taken at a proctored location. Quizzes will be announced in advance in the weekly tabs. All quizzes in the course are timed and automatically submit when the time is up.

The quizzes may contain multiple choice, multiple answer, and true-false questions and will help familiarize students with the exam format.

There are three multiple-choice exams, one over each unit in the course. The exams must be taken at a proctored location. In Bowling Green, you will go to the Distance Learning Testing Center associated with WKU's campus. If you are not in the Bowling Green area, do not worry because Distance Learning Testing Center can locate an off-site testing location for you.

During the designated testing window; there can be no exceptions and there will be no opportunities to make up a missed exam unless there has been a catastrophic event for which I can determine proof!

**Weekly Post responses:** Each Weekly Post forum will appear at 12:02 AM Central Time on Monday and will expire at 11:59 PM Central Time on Sunday night. In order to be eligible for credit for that week's post, the post must be timestamped by Blackboard within the week the post is due.

Your task is to respond to the prompt in detail using Standard Written English rules (proper grammar, spelling, punctuation). When you respond to the prompt, you will necessarily be including the week's reading selection and you must accurately and adequately use in-text citations after you use the source material in your post.

The goal of the Weekly Post response is to practice using your writing skills and to show me you have read the material and understand how the material connects to something else in everyday life and to show that you have learned how to cite source material. Ultimately all posts should accurately and thoroughly answer the given prompt.

You will find that the habit of posting may further your writing skills and will allow you to observe the writing skills of others. It's going to be important for you to read my feedback on your posts so you can work on your writing skills.

At all times in the course, kindness, sensitivity, and civility are expected. Bullying behavior, insensitive remarks, or any other form of incivility will not be tolerated in the Weekly Post forum or in any aspect of the course.

The Weekly Post forum is an opportunity for you to provide your insight into the readings and to respond to the prompt with writing that advances a point about the readings while paying attention to good grammar and punctuation. Though the writing required for the Weekly Post is brief (100 words, minimum, with word count typed at the end of the post), this once-a-week exercise should reflect not only your opinion about the readings, but your attention to detail (especially citing the source) and the conventions of academic language and Standard Written English in your writing. Citing your source is so important that neglecting to include a citation may cause that assignment to fail.

**If you review your work and discover you've made a mistake, you may post a revision if it is still within the week's deadline. Please mark it "Revised" so I will know that's the one you want me to assess.** If you submit a blank post, you are not eligible to submit a "revision" unless that revision is posted within the first ten minutes after the blank one. Blank posts do not

earn credit. Make it a habit to exit the forum, then go back in to check that your post is indeed visible and is the way you want it.

A grading table for the Weekly Post will be posted on our course site. Posts are graded for content, grammar, punctuation, and Standard Written English, including MLA documentation and rules. If I notice something positive or an aspect that needs work, I may write a note to you about it in the Comments section of that assignment. You can access my comments by clicking on the grade in your Grade Center feed.

**Turnaround time:** I will grade your work in as timely a manner as possible. The turnaround time for essays is usually a little over a week, but that may vary according to my schedule. At times, it may take up to two full weekends after submission before work is graded and/or returned.

**Grading criteria and Feedback:** A holistic grading chart will be posted on our Blackboard course site.

Because I feel strongly about helping students improve their writing for future use in school and later career(s), I will point out what you need to work on. Please understand that I am not being nitpicky or mean; I am sincerely interested in helping you improve your skills and to help you, I must tell you what you need to improve. Once you know what you need to work on, it is your responsibility to take steps to improve. Just as your gym coach can guide you in what you need to do, they cannot do the exercises for you. ☺

Please note that only your peer reviewer will be reading your essays in entirety prior to its submission to me. If you have a specific section of your paper you are struggling with, I am happy to discuss it with you, but I cannot read your entire paper before you turn it in. You are expected to be responsible for your own writing skills; be aware of what you need to improve on and look for ways to improve those weaknesses. Don't just hand something in and expect your professor or a peer to "clean it up." The author—which is you—should polish the work before handing it in. You are always welcome to ask me questions if you have a section of your writing you are concerned about.

**Late work policy:** I do not accept late work unless extenuating circumstances have happened that can be proved (hospitalization, etc.). This course has designated deadlines, and once the link has expired, it's too late to submit your work.

Pay attention to deadlines as they are outlined in the weekly tabs and in the course syllabus so you don't get caught off guard! It is your responsibility to go back into Blackboard once you have submitted your work to confirm that your work is visible and has been correctly submitted into Blackboard.

I don't accept assignments via email; all assignments will be submitted through Blackboard or other designated upload space. Always check the instructions in the assignment prompt.

**Failure of technology policy:** Save all of your work on a flash drive, email your work to yourself, and print out a hard copy to keep. I will not accept late papers if your computer crashes!

Have a backup plan that allows you to retrieve your paper if something happens to your computer, and avoid trying to upload your paper at the last minute.

The links expire promptly at the designated time listed in the assignment prompt. **Allow at least 10- 15 minutes to upload your work into Blackboard.** Don't wait until five minutes before the link is due to expire. Work that is late or missing because it was uploading when the link expired will not receive credit.

Since you have been asked to submit your work through Blackboard, you will submit all of your written work as a file saved in .rtf or .docx format. If I cannot open your paper because you did not save it correctly, the paper will not receive credit and there will not be a second chance to upload.

There are known issues between Blackboard and Microsoft Edge, so do NOT use Edge as your browser (don't even have it open when uploading) because it will cause your paper to be blank, and blank papers do not earn credit or a second opportunity for submission. If you are unsure about what browser you are using, you can call the IT Service Desk at 270-745-7000 and ask them to help you identify it. Edge looks a lot like the "e" for Explorer, so don't be fooled!

The most common error students make in Blackboard is to click SAVE instead of SUBMIT. You will upload your file into Blackboard via a link in the assignment, and then you will click SUBMIT.

Clicking the SAVE button on the submission screen only saves it for you to see and does not upload it to Blackboard. Assignments that are late because you clicked SAVE instead of SUBMIT will not receive credit.

The IT Department at WKU recommends Google Chrome and a wired connection when taking quizzes in online courses.

It is also advisable to upload assignments and/or take quizzes during the IT Service Desk's business hours, which will be posted on the IT Service Desk tab on our course site. Take note of their contact info, which is 270-745-7000.

As a courtesy to students who like the late night due date/time, the links expire at 11:59 p.m. Central Time, which is after Service Desk hours of operation and after my working hours. I will check email until 4:30 PM Central Time daily in case you need help (sometimes later than 4:30, but check the Announcements section to confirm!). Follow the instructions below very carefully if you encounter technological difficulties in Blackboard after hours.

If you encounter a "glitch" in Blackboard, you will need to take a screen shot of the error message and email both it AND your assignment to me before the link expires AND you will need to contact the IT Service Desk as soon as they are open on the next business day. Once you have contacted the Service Desk, you will receive an email which shows the name of the person from the Service Desk that you spoke to, AND you must forward that email that to me. If you

encounter an error message while uploading an essay, email the essay to me prior to the time the link would expire. Expect to hear from me when I return to work the next business day. I will not make concessions for these situations unless all of these conditions are met.

You will have only one attempt to upload your essay papers, so make sure you are submitting the correct one. Once you have clicked SUBMIT, exit out of Blackboard and then go back in to make sure you can view your submission. If there's a problem and the deadline has not passed, you can email me and I will try to help you with it.

### **ChatGPT and Generative AI policy:**

Artificial intelligence (AI) tools are not permitted for any type of work in this class. If you choose to use these tools, your actions will be considered academically dishonest and a violation of the WKU Student Code of Conduct. See the Academic Integrity section for consequences of using ChatGPT or generative AI.

### **Academic integrity:**

Papers written for this course may be checked for plagiarism through the use of plagiarism-detection software.

Plagiarism, cheating on any assignment for this course (large or small), or using ChatGPT or generative AI in an assignment may result in a failing grade—an F—for the particular assignment involved or for the entire course, to be determined at my discretion, and an incident report for plagiarism may be sent to the English Department's Composition Director and the Office of Judicial Affairs at WKU. Students caught plagiarizing may be required to meet face-to-face (or on Zoom if off-campus) with me to discuss the issue and will not have the option to drop this course.

Examples of plagiarism include, but are not limited to, the following:

- \*knowingly or unknowingly submitting another person's published or unpublished (print or web) writing as your own, including the use of ChatGPT or AI
- \*neglecting to cite a source in your paper that should have been cited
- \*having another person dictate to you what should be written in your assignment
- \*having another person write the assignment and then submitting that work as your own
- \*using another person's ideas, words, sentences, etc. without properly crediting the source within the paper with an in-text citation and on the Works Cited page
- \*scanning the Internet for ideas and then using those ideas in your paper as your own

**Resolving complaints about grades:** Final grades are non-negotiable. However, if you think I've made an error in calculation, please email me and let me know.

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.

**Attendance:** If you know you are going to be absent because you are to have surgery, are going to be deployed or because you are having a baby during the semester, you need to let me know this as soon as possible to avoid "late status" on class work. You cannot just disappear from the course and then contact me about why you were gone. I will need proof of your deployment/medical necessity, etc. and will discuss with you a course of action to be taken concerning the course. Weekly Posts cannot be made up in the event of an extenuating circumstance, including deployment, absence due to childbirth, illness, etc.

Attendance means you are participating in the course in a real and meaningful way, submitting assignments regularly and interacting by submitting the Weekly Posts, etc. Just being signed up for the course or checking in to the course site doesn't constitute attendance and the FN grade may apply.

**Incompletes:** Typically, incompletes will not be granted for any English Foundations course. When extenuating circumstances arise—for example, if a student in the military and 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.

**Resources:** The **WKU Writing Center** offers individual conferences about writing with its staff of English graduate students. The Center's services are available to all WKU students and can conference via the web. Visit <http://www.wku.edu/pcal/writing-center> for more information about their free services. It's always good to get another set of eyes to read your paper!

**IT Service Desk:** There's a tab on our course site that will take you to WKU's free IT Service Desk if you have technological issues. The technicians at the IT Service Desk are experts and can solve most technology issues within a short time. Their phone number is 270-745-7000. You can also reach the IT Service Desk through the Tools tab on our Blackboard course site.

**Program Assessment Notice:** As part of a university-wide accreditation requirement, a sample of random student papers may be collected from this course at the end of the semester and will be assessed by a departmental committee. Student names will remain anonymous and the assessment will in no way affect the student's grades.

**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, 1074. 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. Please submit your accommodation form to me within the first two weeks of class so I can get your accommodations started as soon as possible in the semester. A link will be provided in Blackboard so you can upload your accommodation paper.

**Title IX:** Western Kentucky University (WKU) is committed to supporting faculty, staff and students by upholding WKU's Sex and Gender-Based Discrimination, Harassment, and Retaliation (#0.070) and Discrimination and Harassment Policy (#0.2040). 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 Executive Director, Office of Institutional Equity/Title IX Coordinator, Ena Demir, 270-745-6867 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.

#### Online Classes/RSI (Regular and Substantive Interaction):

The U.S. Department of Education requires that distance education courses must include regular and substantive interaction between students and faculty. For more information about Regular and Substantive Interaction at WKU, please visit the Regular and Substantive Interaction in Online and Distance Learning webpage.

In this course, regular and substantive interaction will take place in the following ways:

- ☐ Multiple announcements weekly.
- ☐ Timely and detailed feedback on assignments provided within one week of submission of major assignments.
- ☐ Providing constructive feedback on student assignments, which identifies specifically what has been done correctly, needs improvement, or guides students to the next steps of learning.
- ☐ Faculty participation in some response posts.
- ☐ Providing direct instruction.
- ☐ Providing information or responding to questions about the content of a course or competency.
- ☐ Being present, guiding, and initiating contact with students. Timely email response.
- ☐ Interaction with students happens frequently and students grow to expect it.
- ☐ Assignments and assessment deadlines that are spread throughout the term of the class.

**Syllabus Confirmation Form:** While your continued enrollment in this course implies your acceptance of this syllabus as a learning contract, the Syllabus Confirmation Form that you will read, sign, and return to me documents your understanding of course policies and your intention to comply with the policies outlined in the syllabus.

In order to have full access to the course, I must have the completed Syllabus Confirmation Form by the due date listed in the Announcements section of the course site.

The Syllabus Confirmation Form is located under the Syllabus tab on our Blackboard course site. Follow the submission instructions listed in the Syllabus Confirmation Form section under the Syllabus tab.

**End of semester info:** The course Blackboard site will expire and disappear on December 21, 2024. More end-of-semester info will be posted on the course site as we approach Finals Week.

**Tentative Schedule:**

The reading/activities schedule is tentative and may change as deemed necessary by the instructor. Students will be notified of changes through class announcement, email, or Blackboard, or all of the above.

Our course Blackboard site will open on Monday, August 19, and you will be expected to check in and begin the course on that day.

A more detailed version of the Tentative Schedule will be posted on our course site. Look for the To-Do lists under the weekly tabs.

**Week 1: August 19-23**

Return signed Syllabus Confirmation Form via Blackboard link

Explore course site and follow directions listed in the weekly tab

Read and study Tim Gillespie's article (see Blackboard course site for access)

Writing about literature

**Week 2: August 26-30**

Selected readings to be announced

Naguib Mahfouz and "The Lawsuit"/"Parable of the Lost Son"

See weekly tab on course site

**Week 3: September 2-6**

No classes on Labor Day, Sept. 2

Amy Tan and "A Pair of Tickets"

See weekly tab on course site

**Week 4: September 9-13**

Raymond Carver and "Cathedral"

Selected readings to be announced

See weekly tab on course site

**Week 5: September 16-20**

Wm. Faulkner and "Barn Burning"

Selected readings to be announced

See weekly tab on course site

Week 6: September 23-27  
EXAM—Fiction Unit (Short stories)  
Peer review week for Paper #1  
See weekly tab on course site

Week 7: Sept. 30-October 4  
Drama Unit begins  
*A Midsummer Night's Dream* (Acts I and II)  
See weekly tab on course site

Week 8: October 7-11 (Fall Break is Oct. 7 & 8 only)  
Drama Unit, continued  
*A Midsummer Night's Dream* (Acts III, IV, V)  
See weekly tab on course site

Week 9: October 14-18  
Susan Glaspell  
See weekly tab on course site

Week 10: October 21-25  
David Ives  
See weekly tab on course site

Week 11: October 28-November 1  
EXAM—Drama Unit  
See weekly tab on course site

Week 12: November 4-8  
No classes on Tuesday, November 5  
Poetry Unit begins  
See weekly tab on course site

Week 13: November 11-15  
Poetry Unit, continued  
See weekly tab on course site

Week 14: November 18-22  
Poetry Unit, continued  
See weekly tab on course site

Week 15: November 25-29 (Thanksgiving holiday Nov. 27-29)  
Poetry Unit, continued  
Poetry Posters

Week 16: December 2-5

Finals Week/Poetry Unit exam window  
Finals week ends on Thursday, Dec. 5

“That is part of the beauty of all literature. You discover that your longings are universal longings, that you're not lonely and isolated from anyone. You belong.”

— F. Scott Fitzgerald