



Instructor: Amanda Shoemake

Office Location: Pafford 310B

Office Hours: Mondays 2:00pm-5:00pm; Tuesdays 3:30-5:00; Thursdays 3:30-5:30pm

Writing Center Hours: Wednesdays 4:00pm-7:00pm (Appointment via WC ONLY)

Email: amandas@westga.edu. *DO NOT EMAIL ME THROUGH COURSE DEN*

Class Info: ENGL-1102-112 Meets TR 9:30-10:50 in PAF 206; ENGL-1102-113 Meets TR 12:30-13:50 in PAF 109; ENGL 1102-36 Meets TR 2:00-3:20 in TLC 1109.

Course Description and Learning Outcomes:

http://www.westga.edu/english/index_322.php

Course Theme: *Memory, Identity, and Trauma*

Required Texts: Unit 1: Tim O'Brien's *The Things They Carried* (ISBN 0618706410). I will also provide a link to a podcast during this Unit. Unit 2: Students must have access to and view the film (independently) *Waste Land* (on Netflix as of January 5th) Unit 3: The graphic novel *V for Vendetta* by Alan Moore and David Lloyd (ISBN 140120841X). Any additional reading will be provided by me (usually via Courseden). *Note on e-books: I have no problem with students purchasing the electronic versions of the texts listed; HOWEVER, any students that choose to do so must have access to those e-books during class times WITHOUT being on their phones or the internet (Facebook, Twitter, whatever you kids are into these days). I WILL NOT ALLOW E-BOOKS ON PHONES. If you have specific questions about this, please ask me as soon as possible!*

Other Material: Flash drive or some other portable electronic storage for independent computer use (all students are responsible for producing and retaining copies of their work); paper and pen/pencil as necessary to take notes in class; A pocket-folder for submitting out-of-class assignments.

Course Policies/Statements (General); [University-Wide Common Language For Syllabi](#)
(more specific language regarding the general policies is listed below)

Assessment of Out-of-Class Writing (specific rubrics for each out-of-class essay will be provided—TBA)

Plagiarism and Excessive Collaboration Policy:

Plagiarism & Academic Honesty: The Department of English and Philosophy defines plagiarism as taking personal credit for the words and ideas of others as they are presented in electronic, print, and verbal sources. The Department expects that students will accurately credit sources in all assignments. An equally dishonest practice is fabricating sources or facts; it is another form of misrepresenting the truth. Plagiarism is grounds for failing the course. (See also, Excessive Collaboration)

The University Policies for handling Academic Dishonesty are found in the following documents: The Faculty Handbook, sections 207 and 208.0401 (<http://www.westga.edu/~vpaa/handrev/>); Student Undergraduate Catalog, "Academic Honor Code": (<http://www.westga.edu/undergrad/1762.htm>)

Excessive Collaboration: By the end of the term in both ENGL 1101 and 1102, students should demonstrate the ability to produce independent writing (writing without collaborative assistance of peers, writing tutors, or professionals in the field) that shows an acceptable level of competence. Although classroom activities and out-of-class assignments may highlight collaborative learning and collaborative research, excessive collaboration (collaboration that results in the loss of a student's voice/style and original claims to course related work) is considered another form of academic dishonesty and therefore will not be permitted.

Disability Pledge: I pledge to do my best to work with the University to provide all students with equal access to my classes and materials, regardless of special needs, temporary or permanent disability, special needs related to pregnancy, etc. If you have any special learning needs, particularly (but not limited to) needs defined under the Americans with Disabilities Act, and require specific accommodations, please do not hesitate to make these known to me, either yourself or through Disability Services in 272 Parker Hall at 678-839-6428. Students with documented special needs may expect accommodation in relation to classroom accessibility, modification of testing, special test administration, etc. This is not only my personal commitment: it is your right, and it is the law. For more information, contact Disability Services.

Attendance Requirements: Students will automatically fail the course (receive an "F") based on the following attendance policy: For courses that meet twice a week, a student is allowed three absences. Upon the fourth absence, the student will fail and receive an "F" as the final course grade. **Be aware that no distinction exists between excused and unexcused absences. Therefore, it is unnecessary to inform me of any planned or past absences!** If the student is notified that he/she will fail the course because of excessive absences, the student can continue to attend class meetings as long as he/she is not disruptive. If disruption occurs, the student will be reported to the Office of Student Affairs and Enrollment Management (department of Judicial Affairs). ****Note: Tardies will**

also be counted as part of the attendance requirements. A student is considered tardy if he/she is 15 minutes or more late. Two tardies will equal one absence.**

Disruptive Behavior: [The Student Conduct Code, section 3.00 \(Appendix A in the Student Handbook\)](#) prohibits disruptive behavior on campus, defined as “interfering with normal university sponsored activities, including, but not limited to, studying, teaching, research, university administration, disciplinary or public service activities, or fire, police or emergency services.” Reasonable examples of appropriate classroom behavior prohibit such actions as cell phone use, eating in class, talking while the instructor is talking, coming late or leaving early, sleeping, etc. Specific information on disruptive behavior in the classroom and how such behavior is addressed can be found by visiting the following: http://www.westga.edu/vpsa/index_4721.php (Office of Student Affairs and Enrollment Management)

Role of the Writing Center: The role of the Writing Center is to offer consultation in which tutors question, respond to, offer choices, and encourage revision in student essays. Tutors do not evaluate or prescribe solutions to problematic areas to student essays, and tutors are specifically trained to avoid appropriating the student's work. For more information, visit the Writing Center: www.westga.edu/writing

Writer's Resource Page: [Writer's Archive](#)

Course Policies: (Specific):

Technology Policy: Cell phones are strictly prohibited in my classroom. I do not want to hear a phone, see a phone, smell a phone, or think that you have ever *had* a phone in this class. Violators of this policy will be excused for the day and will receive an absence. I also do not allow laptops in class *except* for in-class workshop days. **DO NOT TEST ME ON THIS POLICY.** You have been warned.

Revision Policy: Students may revise EITHER Essay 1 OR Essay 2. Revisions will come with their own set of procedures/worksheets. Revised out-of-class essays 1 or 2 **MUST** include the original essay, accompanying documents outlining your approach to the revision, and a summation of my comments/critiques. Students will highlight/underline any changes made in their revised essay. Due date to be announced.

Paper Format: All out-of-class essays should be submitted according to MLA format. As 1102 students, you should be well-versed in MLA by this point. If you need a refresher, please see *A Writer's Resource* and the UWC website for additional information. It is especially important for you to correctly format and cite your essays in MLA in order to avoid plagiarism or misrepresentation of secondary sources! I require both hard copies of out-of-class essays AND electronic submissions through Courseden Dropbox (which will be set up prior to the due date). I WILL NOT GRADE ANY SUBMISSION WITHOUT THE PROPER SUBMISSION OF THE ELECTRONIC COPY. **This means saving each assignment as either a .docx or a .pdf file.** If you do not submit BOTH formats, I will not accept your submission.

Penalties for Late Work: Students are responsible for finding out material due date(s) with regard to missed work; if a student is absent on the day out-of-class work is due or if a student is present but does not turn in the work on the assigned due date, ten points will be deducted from the overall grade of the assignment for each day (not class period) the work is late. If a student finds it necessary to miss class on a day work is due, the material should be emailed to me the day work is due in order to avoid any penalty. ****Note: I do not accept late assignments past three days (not class days)****

Office Consultations: An office consultation, whether it is conducted during scheduled office hours or during a scheduled appointment, is a time for you to meet with me to discuss very **specific** issues, i.e., a specific essay, a specific in-class or out-of-class assignment, a specific grade, a specific concern as it relates to your writing, etc. **If an office consultation is scheduled to discuss a final grade on one of the out-of-class essays, you must wait 24 hours from the time I return the essay to you to meet with me. This will give you the opportunity to review my comments.** When you schedule an office consultation, you should come prepared. Please do not come in, for example, with an essay and say you just want to "go over it." **(I will also NOT review/proofread entire drafts that are emailed to me. You MUST schedule an appointment during office hours).** This semester, I will have at least 3 hours in the Writing Center. **Any student wishing to meet with me during those 3 hours (Wednesday evenings 4:00—7:00pm) must make an appointment in The Writing Center with Stephanie at the front desk.** In order for me to be able to give you the help you need, you need to be specific. For example, if you have an essay you are concerned about, write down EXACTLY what concerns you, i.e., thesis statement, paragraph development, comma splices, proper MLA format, etc. This will give us some guidelines during our consultation and help to generate discussion. Be aware that an email asking questions about an essay CANNOT replace an actual meeting with me during office hours. It is very difficult to respond to your questions and your needs by only responding to an email, especially if your questions are general. I welcome any email correspondence you wish to have with me; however, this type of correspondence is best used only when you have a very SPECIFIC question that does not require discussion. General questions about due dates/requirements/things of that nature can be found in Courseden, so be sure to check there first before emailing me! ****Please Note: The official email communication method will be through campus e-mail (Gmail). You are also NOT allowed to meet with me about an essay on the day it is due. All office consultations must occur prior to the essay due date.**

Course Evaluation/Grading Procedures: Over the course of the semester, each student will be responsible for completing at least 4,000 words of formal writing. *****A Note About Averages**:** No extra credit will be assigned or accepted in this course. In addition, work completed for another course will not be accepted in this course.

Another Note on Plagiarism: In addition to the University Policy, **students should be aware that if a student violates this policy and submits a work (ANY WORK) that is**

unoriginal/plagiarized, he/she may receive and “0” for the assignment and/or an “F” for the course at my discretion. During the first few days of class, students will take a True/False Quiz over Plagiarism (answers will be reviewed and corrections allowed). At the end of the quiz, students will sign a contract which states that I have provided them with the University Policy, My Course Policy, and adequate information about plagiarism. Signatures will signify that students understand the penalties if said policies are violated. If a student submits a plagiarized assignment, in addition to receiving an “F” in the course (after the Withdrawal deadline), that student will also be reported to Academic Affairs and the Academic Dishonesty Council. **Academic dishonesty is not a joke.** **Plagiarism/cheating that goes without consequence devalues the education and degree that all students are pursuing. I want to read what YOU have to say.**

Grade Breakdown:

Attendance and Participation: 10%; Attendance will be taken each class period. Any absences/tardies will result in a deduction. After **three** absences (in other words, upon the fourth absence), students will receive an “F” in the course (before the W deadline—please see Attendance policy). Participation grades will include (but are not limited to) class discussion, group work, presentations, book checks, etc. Each student begins each class with 100 points. If the student is unprepared for class or is disruptive, points will be deducted. The severity of the deduction correlates to the severity of the disruption—at MY discretion. Being unprepared or being disruptive can be defined as but is not limited to: any student that has not read or complete required assignments, does not bring material to class, falls asleep, is disrespectful to the instructor or other classmates, is on his/her phone, is late, constantly speaking over other classmates or interrupting other’s ability to learn, etc.

Quizzes/Homework: 10%; quizzes will be content related and/or writing process related. Homework checks will be random and will be counted the same as a quiz grade.
****STUDENTS MAY NOT MAKE-UP QUIZZES/HOMEWORK** I allow notes to be used on quizzes, so be sure to take them! Marginalia will not be allowed!**

Process Work/Research Progress: 15%; this writing will include complete, in-class paragraph-length responses to assigned topics as ways to teach and practice different rhetorical strategies that would be useful as parts of a longer essay and/or in practicing the development and support of an “argument,” a thesis, topic sentence, or claim. Process work will also include any workshop material assigned (drafts, response, handouts, etc.) as well as any metacognitive work to be included in Revisions. This portion of your grade will also include research development for your Essay 3.

Out of Class Assignments: 65%; Essay 1/20%, Essay 2/20%, Essay 3*/25% (Prompts and guidelines TBA).

****NOTE:** A grade of “C” or better is required to exit the course. Unless this grade requirement is met, this course will not be credited toward graduation. **In addition, in order to pass this class with a grade of “C” or better,**

the student must turn in all out-of-class assignments and have at least a "C" average (70%) on those assignments.

******NOTE: The following chart will be used when calculating your numerical grade at the end of the semester with regard to letter grades received on out-of-class essays:***

A+=98 A=95 A-=92 B+=88 B=85 B-=82 C+=78 C=75 C-=72 D+=68 D=65 D-=62 F=50