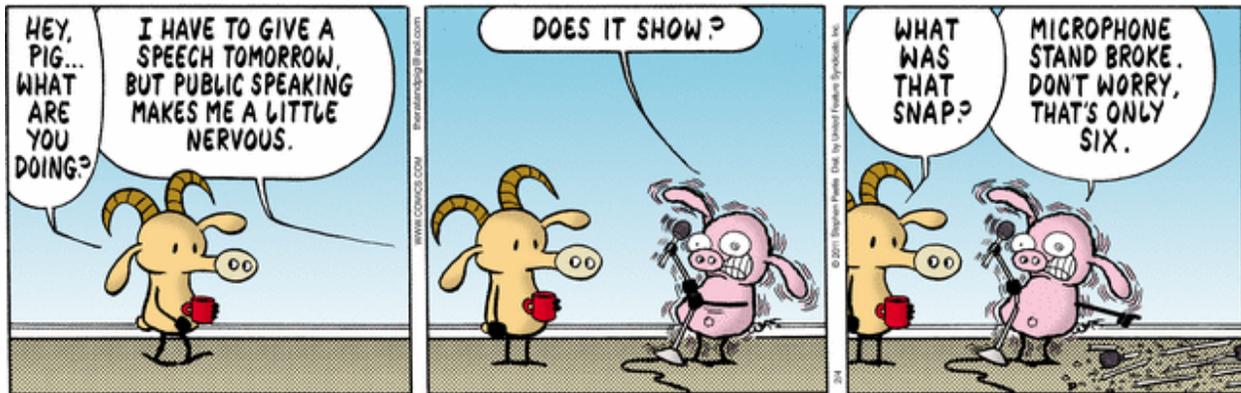


## ENGL 2050—Self-Staging



Instructor: Amanda Shoemake

Office Location: Pafford 310B

In-Office Hours: MW—11:00am-12:00pm; Thursdays—12:00pm-2:00pm

Virtual Office Hours: Fridays 11:00am-2:00pm

Writing Center Hours: Tuesdays 10:00am-12:00pm and Thursdays 10:00am-11:00am  
(Appointment via WC ONLY)

Email: [amandas@westga.edu](mailto:amandas@westga.edu). **DO NOT EMAIL ME THROUGH COURSEDEN! Use your student GMAIL account!**

Class Info: Meets TR 2:00-3:15 in Boyd Room 206

**Student-Professor E-mail Correspondence:** You are welcome to e-mail me with questions, but please do not abuse this privilege (i.e. re-sending thesis statements multiple times with changes made according to my suggestions). At a certain point, this becomes excessive collaboration. Likewise, do not send e-mails asking questions that I have covered in class or that you can find on your own (due dates, course policies, etc.). Should you miss class, it is your responsibility to find out what work you missed (by consulting the online syllabus/handouts) and to get the notes from a classmate. UWG Email Policy: University of West Georgia students are provided a MyUWG email account. The University considers this account to be an official means of communication between the University and the student. The purpose of the official use of the student e-mail account is to provide an effective means of communicating important university related information to UWG students in a timely manner. It is the student's responsibility to check his or her email.

I also ask that you observe standard grammar and punctuation rules when e-mailing me or any other professor. DO NOT send e-mails that are in "text speak." This is not an appropriate form of communication outside the realm of sending an actual text.

\*Note: All student-professor e-mail correspondence must take place via your my.westga.edu account. If you need to reach me outside of class and/or office hours, email is the most efficient way to do so. Also, please be aware that I cannot communicate with your parents; should you have concerns about your progress in the course or any other issues that arise, you should address them with me personally.

## **COURSE OBJECTIVES**

- Students will be able to identify, analyze, and practice the various discursive modes involved in everyday self-presentation.
- Students will develop the ability to adapt their oral communication to specific purposes and audiences.
- Students will learn and practice techniques of effective conflict resolution, team building, stress management, and impression management.
- Students will achieve a deeper awareness of the subtext underlying oral communication, how to read it in others, and how to master their own.
- Students will learn how to express themselves more precisely and articulately by expanding their vocabulary and leading/participating in current events discussions.

## **COURSE POLICIES:**

Attendance: For classes that meet twice a week, a student is allowed two absences. Arriving late for class counts as 1/2 an absence. Upon the third absence, the professor reserves the right to give the student an F for the course. Be aware that no distinction exists between excused and unexcused absences.

**\*\* If withdrawal occurs prior to Thursday, March 2nd, the student will receive a grade of W. If the withdrawal occurs after Thursday, March 2nd, the student will receive a grade of WF (FYW Department Policy).**

## **Disruptive Behavior Policy:**

All electronic devices (cell phones, iPods, etc.) should be turned off and out of sight during class. If your phone rings, the penalty will be humiliating for you and entertaining for everyone else. Students should also maintain respect for the instructor and fellow peers, abstaining from disruptive behavior, including talking out of turn (i.e. side conversations and comments not intended as a part of class discussion), consistently arriving late, or sleeping during class. Students may be dismissed from any class meeting at which they exhibit behavior that disrupts the learning environment of others; each dismissal of this kind will count as an absence and will be applied toward the attendance requirements policy above. Sleeping or texting in class will result in an automatic 0 for that day's participation grade, regardless of performance on quiz, response, etc.

## **Additional Note on Classroom Behavior (aka "don't be an asshole" policy):**

Please remember that the very thought of speaking in public terrifies about 90% of the world's population. For this reason, I will not tolerate any behavior deemed disrespectful by either myself or the collective consciousness of all humans - sometimes referred to as common sense. Please remember that everyone in this class will be nervous initially, and that everyone will be speaking in public on numerous occasions. If you are mean to a classmate while he/she is speaking, I will heckle you when it is your turn and then I will administratively withdraw you from the class. In addition, please be aware that the success of this class depends upon every student's individual contribution to the class. Several of the projects in class will require you to work with other students, and some will require

you to assess other students in their degree of success/competency. I expect, therefore, that you will work with each in a constructive, compassionate, and rigorous environment, sharing ideas and expertise for the benefit of the group as a whole. Part of your responsibility in this class is to help each other improve, and this means that you must point out your class mates' strengths as well as their areas of weakness in order that every student might grow in his or oral communication skills. I expect you to deliver your feedback in an honest and tactful manner. Additionally, we will create assessment criteria together in class so that everyone will know precisely what to look for and how to give feedback to classmates.

### **COURSE EVALUATION:**

You must complete all your assignments in order to pass this course.

### **GRADE PERCENTAGES:**

- Attendance and Participation      10%
- First Presentation                      15%
- Group Presentation                    15%
- Weekly Journal                         20%
- Final Presentation                     20%
- Interview                                 20%

### **WEEKLY JOURNAL:**

**Ten journal submissions are required over the course of the semester. Please adhere to the following guidelines when writing each:**

- 1) Each entry must be composed using word processing software and be **at least 300 words in a MLA-styled document** (I recommend Microsoft Word, since it's free to all UWG students). Students will upload journal entries to the appropriate Dropbox folder via Courseden. **I WILL NOT ACCEPT ANY ASSIGNMENTS VIA EMAIL. Courseden Dropbox ONLY.**
- 2) Each entry must be in MLA Format, and include an MLA Header AND title, which indicates the journal entry number (Journal 1, Journal 2, etc)
- 3) In each entry, please describe a communication skill you learned in class the previous week, and how you applied it in your everyday interactions outside of class...also, you might want to discuss what worked for you and what you'll do differently next time, as well as other relevant points you'd like to make. You may discuss different texts or class-based activities in these journals.
- 4) You must submit **TEN** journal entries during the semester
- 5) Note: the spirit of this assignment--namely, a method of regular, reflective learning and self-evaluation--prohibits writing journal entries weeks in advance.

6) I will only give credit for ONE journal entry per week, so please keep track of the number of entries you submit so that you can fulfill the ten-entry requirement by the last day to submit journals.

7) I welcome your candor in journal entries, and I never share anything you write with any other person inside or outside of class. I do ask, however, that whatever your comments, you maintain a tone of respect both for yourself, your classmates, and your teachers.

**LATE WORK POLICY:** I do not accept any late work (sorry). Being late with your class work hinders your own progress as well as that of your classmates, especially in a class of this nature. I define a "late assignment" as one that you have not given to me during class on the day the assignment is due.

**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. **If a student wishes to file with Disability Services, he/she should provide me with the documentation within the first two weeks of class.**

***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 in 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 (TBA) 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. **\*\*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.**

***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.**

**Syllabus:** This syllabus serves as the contract for the class; if you are enrolled in the course, then it is understood that you will comply with the criteria set forth on this syllabus, as will I. The guidelines, expectations, and grading criteria are clearly outlined here, and these will govern the structure of the class.