

Course Policies

Attendance, due dates and in-class work:

The interactive and hands-on nature of our course makes attendance in this course critical. If you miss more than six hours of class meetings (the equivalent of two weeks of class meetings) your final grade will be penalized a full letter grade (for example, an earned grade of 80% would be reported as a 70%); if you miss more than nine hours of class meetings, you will not be given a passing grade for the course.

This policy will only be waived for medical or compassionate reasons. If you have good reasons for waiving an absence of one class meeting, discuss these with your instructor within one week of that absence. If your absence is extended and prolonged (over one week of continuous non-attendance), then you should discuss it with your academic advisor in your home faculty, who may require documentation. That advisor may then contact all of your instructors. See also: 'Medical Accommodation Policy' below.

Late Policy:

All written assignments are due in class as stipulated in the course schedule. Late papers will receive a **grade no higher than 65%** unless you negotiate a new deadline with me **prior to the original due date** by making a request **in writing for a new deadline in either a memo or an email which clearly states the reason(s) that you need the extension**. (see also 'Medical Accommodation Policy' below).

Scholastic Offences, including Plagiarism

The University Senate requires the following statements, and Web site references, to appear on course outlines:

"Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following Web site: <http://www.uwo.ca/univsec/handbook/appeals/scholoff.pdf>.

Students must write their essays and assignments in their own words. Whenever students take an idea, or a passage of text from another author, they must acknowledge their debt both by using quotation marks where appropriate and by proper referencing such as footnotes or citations. Plagiarism is a major academic offence (see Scholastic Offence Policy as above).

All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement currently between The University of Western Ontario and Turnitin.com (<http://www.turnitin.com>)."

Prerequisites

The University Senate requires the following statement to appear on course outlines:

"Students are responsible for ensuring that their selection of courses for ensuring that their selection of courses is appropriate and accurately recorded and that all course prerequisites have been successfully completed, and that they are aware of any antirequisite course(s) that they have

taken. If the student does not have the requisites for a course, the University reserves the right to remove the student from the course and to delete it from the student's record. This decision may not be appealed. A student will receive no adjustment to his or her fees in the event that he or she is dropped from a course for failing to have the necessary prerequisites." *The prerequisite for registration in this course is a) a final grade of 65 or more in one of Writing 2101, 2121, 2111, or 2131, or b) a final grade of 85 or more in Writing 1000F/G, or c) Special Permission of the Program*

Medical Accommodation Policy

For UWO Policy on Accommodation For Medical Illness, see:

<http://www.uwo.ca/univsec/handbook/appeals/medical.pdf>

(downloadable Student Medical Certificate (SMC): <https://studentservices.uwo.ca> under the Medical Documentation heading)

Students seeking academic accommodation **on medical or other grounds** for any missed tests, exams, participation components and/or assignments **worth 10% or more of their final grade** must apply to the Academic Counselling office of their home Faculty and provide documentation. Academic accommodation on medical grounds cannot be granted by the instructor or the Program in Writing, Rhetoric, and Professional Communication, and the Program requires students in these circumstances to follow the same procedure when seeking academic accommodation on non-medical (i.e. non-medical compassionate or other) grounds.

Students seeking academic accommodation **on medical grounds** for any missed tests, exams, participation components and/or assignments **worth less than 10% of their final grade** must also apply to the Academic Counselling office of their home Faculty and provide documentation. Where in these circumstances the accommodation is being sought on **non-medical grounds**, students should consult in the first instance with their instructor, who may elect to make a decision on the request directly, or refer the student to the Academic Counselling office of their home Faculty.

Students should also note that individual instructors are not permitted to receive medical documentation directly from a student, whether in support of an application for accommodation on medical grounds, or for other reasons (e.g. to explain an absence from class which may result in a grade penalty under an 'Attendance' policy in the course). **All** medical documentation **must** be submitted to the Academic Counselling office of a student's home Faculty.

Special Requests: Special Examinations, Incomplete Standing, Aegrotat Standing

Please refer to the "Information for All Students in a Writing Course" for more detailed information. Briefly, remember that your instructor does not have the discretion to initiate, consider, or grant (or not) such requests; you must go directly to the Dean's office of your home faculty.

WRIT 2294 Weekly Timetable

Week /Date	Readings	Activities/Due Dates
Week 1 Sept. 15	Introduction: Bazerman Case for Writing as a Discipline	First Inkshed: Response to Bazerman What is Writing Studies? How will knowing/doing this kind of work help me
Week 2 Sept. 22	B/P Introduction: Content Analysis : What Texts Talk about Thomas Huckin. Course Reader: Locating Genre Studies Freedman and Medway	Response to chapters Inkshed: Building a glossary of terms/theory tool kit
Week 3 Sept. 29	Course Reader: Genre as Social Action Carolyn Miller Course Reader: Rhetorical Community: the cultural basis of Genre Carolyn R. Miller	Response to Chapters: What's the social action of your research genre? What are your rhetorical communities? Beginning to brainstorm projects based on your interest in the social action of a text, a genre/discourse community
Week 4 Oct. 6	B/P: Chapter 2 Poetics and Narrativity: How Texts Tell Stories Eubanks	What kinds of stories can you trace in a targeted text you bring to class for analysis Submit proposal for major project (10%)
Week 5 Oct 13	B/P: Chapter 7 Prior Tracing Process: How Texts come into Being	Inclass: Draw a scene of writing, begin brainstorm on short textual process method paper – select process/methods from chapters in B/P
Week 6 Oct. 20	M.M. Bahktin: The Problem with Speech Genres	Research log/reading log submission of report on how you are using your tool kit for analysis in the project Hearing voices – what are the speech genres of your texts/genres/discourse
Week 7 Oct. 27	B/P Chapter 8: Leander and Prior	Speech acts, writing, speech genres Submit Textual Process/methods paper (20%)

Week 8 Nov. 3	B/P: Chapter 10 Selzer Rhetorical analysis	Looking for persuasion in everyday places/texts How does your text/genre persuade/ shape rhetorical space.
Week 9 Nov. 10	Course reader: Smith and Schryer: Documentary Society Possible guest speaker Dr. Roz Stooke on the Social Text	Trace your social text /genre system through its web of effects – Textual mediation/Power issues/ what kinds of questions can come from margins
Week 10 Nov. 17	B/P Chapter 11 Speech Acts, Genres and Activity systems: How texts organize activity and People	Tales from the field report to class – Knowledge wall – concept mapping of activity system of your text/genre (submit mini-field report 10%)
Week 11 Nov. 24	Course reader: Anne Beaufort: Writing in the Professions	How would you use your research in your profession – encountering writing outside of the University
Week 12 Dec. 1	Send copies of draft for workshop to your readers before class – read and prepare feedback for workshop	Draft workshop on project Working on project - feedback from peers/
Week 13 Dec. 8	Writing Colloquium Presentations Submit final works	Writing Colloquium Presentations on projects Submit final project with a SASE

Note: Students who do not bring drafts for in-class peer review will have 2.5% deducted from their final grade in the course for each draft missed.

Policies Submitting Assignments

Assignments are due in-class on the date specified on the schedule.
If necessary, please submit documents to the Writing Department Drop Box outside SLB 270, making sure you include my name and our section number. However, do not

- Slide assignments under the office door
- fax assignments
- E-mail assignments unless previous arrangements have been made

You are responsible for keeping copies of all assignments submitted.