

WRITING 1000G THE WRITERS' STUDIO – 2021-2022**SECTION:** 002**TIME/ROOM/LOCATION:** Thursdays 9:30-12:30/UC 1220**PROFESSOR:** Dr. Tom Cull**EMAIL:** tcull3@uwo.ca**OFFICE:** 1425 UC**OFFICE HOURS:** Via Zoom Appointment**MODE OF DELIVERY**

Classes will be held on ZOOM synchronously (every Thursday, 9:30-12:30) for the month of January or until in-person classes resume. I will continue to update students as information becomes available.

ZOOM INSTRUCTIONS

The ZOOM meeting dates and links can be found in OWL by clicking on the ZOOM tab.

Break free of technology to become creative!

To provide the best learning experience for you and to encourage your creativity, all in-class writing exercises will be created with pen and paper, both of which you should bring to each class. All class notes will be available to you via OWL; thus, there is no need to open your laptop in class, so please leave it closed and in your backpack.

DESCRIPTION

Students are introduced to the creative process of writing through in-class exercises, peer workshop, analysis of creative texts, journaling, essay writing, and a review of grammar, mechanics, and composition. Students learn strategies for idea generation in a variety of genres (poetry, fiction, nonfiction, screenwriting), composing a first draft, approaching revision, and effective editing and proofreading techniques.

LEARNING OBJECTIVES

Upon successful completion of this course, students will have demonstrated the ability to

1. identify the fundamental elements of creative and essay writing;
2. generate ideas in a variety of genres: poetry, fiction, creative non-fiction, drama/screenwriting, and essay writing;
3. analyze and respond critically to published writing and the work of their peers;
4. identify and correct errors in composition, grammar, and mechanics; and
5. incorporate feedback into revisions.

REQUIRED TEXTBOOKS

1. Imaginative Writing: The Elements of Craft 4th Edition Penguin Academics Series by Janet Burroway, 2014 (available at The Bookstore at Western)
2. The Canadian Writer's Handbook: Essentials Edition, Oxford University Press, 2017 (available at The Bookstore at Western)

COURSE REQUIREMENTS

Method of Evaluation	Grade Value	Deadline
Mid-term Portfolio	30%	Week 5
Narrative Assignment Proposal & Presentation	15%	Weeks 8-10

Narrative Assignment (Final Draft with Revision Notes)	35%	Week 12
Exam	20%	TBA
Total	100%	

EXAM

The exam will test the skills that you have developed over the course of the semester in terms of your writing ability (purpose, coherence, cohesion, style, and grammar) and your understanding of the fundamental elements of creative writing as discussed in class and in course readings.

STATEMENT ON EQUITY, DIVERSITY, AND INCLUSION

It is my intent that students from all diverse backgrounds and perspectives be well-served by this course, that students' learning needs be addressed both in and out of class, and that the diversity that the students bring to this class be viewed as a resource, strength, and benefit.

Important note: Given the sensitive and challenging nature of the material discussed in class, it is imperative that there be an atmosphere of trust and safety in the classroom. I will attempt to foster an environment in which each class member is able to hear and respect each other. It is critical that each class member show respect for all worldviews expressed in class. It is expected that some of the material in this course may evoke strong emotions; please be respectful of others' emotions and be mindful of your own. Please let me know if something said or done in the classroom, by either myself or other students, is particularly troubling or causes discomfort or offense. While our intention may not be to cause discomfort or offense, the impact of what happens throughout the course is not to be ignored and is something that I consider to be very important and deserving of attention.

I am always open to listening to students' experiences, and I want to work with students to find acceptable ways to process and address issues that may arise. If for any reason you do not feel comfortable discussing an issue directly with me, I encourage you to seek out another, more comfortable avenue to address the issue such as your academic advisor, or a faculty member. I have included below the contact information for the Chair of English and Writing Studies and the Writing Studies Program Director.

Manina Jones. Chair, English and Writing Studies mjones@uwo.ca

Brock Eayrs. Undergraduate Program Director, Writing Studies beayrs@uwo.ca

The use of racist or any language that works against the values of Equity, Diversity, and Inclusion will not be tolerated.

Email Policy

Emails will be monitored Mon-Friday; students will receive a response in 24 – 48 hours. When emailing me please include your name, course, and section (or day). Please remember that all correspondence in university course should employ a professional tone and format (e.g. salutation and sign off).

SUBMITTING ASSIGNMENTS

In this course you will be required to submit the final version of each of your assignments electronically, through OWL to turnitin.com and provide your instructor with a hard copy in class the day the assignment is due.

Late assignments will receive a penalty of 5% per day. To qualify for an extension, you must have a valid reason and contact your instructor prior to the deadline. Please see the medical accommodation policy below.

If necessary, please submit essays to the Department of English and Writing Studies Drop Box in UC directly across from UC-2431, making sure you include your instructor's name and your section number. However, do not

- fax assignments
- e-mail assignments

Keep copies (electronic, paper, or both) of all assignments submitted.

ATTENDANCE POLICIES

Attendance at class is required to improve as a writer. Here is the Writing Studies attendance policy in this class:

- You may miss up to three hours (the equivalent of one week of class) of class meetings during the term without explanation. That means that the first three class hours you miss will be recorded as absences but *excused provided you don't miss any more*.
- However, if you miss a total of four to nine class hours (the equivalent of up to three full weeks of class), your final grade will be reduced by 10% (e.g. an earned final grade of 80% will be reported as a final grade of 72).
- If you miss a total of more than nine hours of class meetings (the equivalent of more than three weeks of class meetings) your final grade will be reduced by 15% (e.g. an earned final grade of 80% will be reported as a final grade of 68).

This policy will only be waived for medical or compassionate reasons. If you have non-medical evidence that would support waiving an absence of one class meeting, provide it to your instructor within one week of that absence. In the case of a medical reason, please see the Medical Accommodation Policy set out below and in the document 'Information for Students in a Writing Studies Course' on this website, and either initiate a Self-Reported Absence or apply in person to the Academic Counselling or Undergraduate office of your home Faculty. If your absence is extended and prolonged (over one week of continuous non-attendance), then you should discuss it in person with the Academic Counselling or Undergraduate office of your home Faculty. Your advisor there may then contact all of your instructors.

Attendance also extends to tardiness. If you are more than 20 minutes late, you will be penalized an hour of attendance. Please make every effort to be on time as late entry can disrupt the flow of discussion in our class. Early departures from class, which have not been previously arranged with the instructor, will also be counted as an absence. If you leave during the break, you will be docked an hour of attendance.

Note: a class meeting missed in order to write a test, exam, or other form of 'make-up class' in another course **will** count as non-attendance, and **will** attract penalties as defined above if applicable. Instructors at the University of Western Ontario **shall not require** a student to write a make-up test or similar at times which conflict with that student's other scheduled class times. If you are asked or 'required' to do this, you should immediately contact an academic counsellor in your Dean's office. If you elect to miss a class in order to write such a test, that is **your** choice; your absence will not be excused.

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/pdf/academic_policies/appeals/scholastic_discipline_undergrad.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>.

ACADEMIC ACCOMMODATION AND CONSIDERATION

Students with disabilities work with Accessible Education (formerly SSD) which provides recommendations for accommodation based on medical documentation or psychological and cognitive testing. The accommodation policy can be found here: Academic Accommodation for Students with Disabilities.

Academic Consideration for Student Absence

Students will have up to two (2) opportunities during the regular academic year to use an on-line portal to self-report an absence during the term, provided the following conditions are met: the absence is no more than 48 hours in duration, and the assessment for which consideration is being sought is worth 30% or less of the student's final grade. Students are expected to contact their instructors within 24 hours of the end of the period of the self-reported absence, unless noted on the syllabus. Students are not able to use the self-reporting option in the following circumstances:

- for exams scheduled by the Office of the Registrar (e.g., December and April exams)
- absence of a duration greater than 48 hours,
- assessments worth more than 30% of the student's final grade,
- if a student has already used the self-reporting portal twice during the academic year

If the conditions for a Self-Reported Absence are not met, students will need to provide a Student Medical Certificate if the absence is medical, or provide appropriate documentation if there are compassionate grounds for the absence in question. Students are encouraged to contact their Faculty academic counselling office to obtain more information about the relevant documentation. All requests for consideration for assessments worth more than 30% of a final grade must be directed to the Academic Counselling office of a student's Home Faculty.

In this course, all requests for academic consideration must be directed to the Academic Counselling office of the student's Home Faculty if a SRA will not be used.

Students should also note that individual instructors are not permitted to receive documentation directly from a student, whether in support of an application for consideration on medical grounds, or for other reasons. **All documentation required for absences that are not covered by the Self-Reported Absence Policy must be submitted to the Academic Counselling office of a student's Home Faculty.**

For Western University policy on Consideration for Student Absence, see

[Policy on Academic Consideration for Student Absences - Undergraduate Students in First Entry Programs](#)

and for the Student Medical Certificate (SMC), see:

http://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf

Religious Accommodation

Students should consult the University's list of recognized religious holidays, and should give reasonable notice in writing, prior to the holiday, to the Instructor and an Academic Counsellor if their course requirements will be affected by a religious observance. Additional information is given in the the [Western Multicultural Calendar](#).

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.

Students who are in emotional/mental distress should refer to Health and Wellness

<http://www.uwo.ca/uwocom/mentalhealth/> for a complete list of options about how to obtain help. **Immediate help in the event of a crisis can be had by phoning 519.661.3030 (during class hours) or 519.433.2023 after class hours and on weekends.**

Support Services

Registrarial Services <http://www.registrar.uwo.ca>

Student Support Services <https://student.uwo.ca/psp/heprdweb/?cmd=login>

Services provided by the USC <http://westernusc.ca/services/>

Academic Support and Engagement <http://www.sdc.uwo.ca/>

Statements Concerning Online Etiquette

Some components of this course will involve online interactions. To ensure the best experience for both you and your classmates, please honour the following rules of etiquette:

- Please "arrive" to class on time.
- Please use your computer and/or laptop if possible (as opposed to a cell phone or tablet).
- Ensure that you are in a private location to protect the confidentiality of discussions in the event that a class discussion deals with sensitive or personal material.
- To minimize background noise, kindly mute your microphone for the entire class until you are invited to speak, unless directed otherwise.
- In order to give us optimum bandwidth and web quality, your instructor may ask you to turn off your video camera for the entire class unless you are invited to speak.
- Please be prepared to turn your video camera off at the instructor's request if the internet connection becomes unstable.
- Unless invited by your instructor, do **not** share your screen in the meeting.

The course instructor will act as moderator for the class and will deal with any questions from participants. To participate please consider the following:

- If you wish to speak, use the “raise hand” function and wait for the instructor to acknowledge you before beginning your comment or question.
- Remember to unmute your microphone and turn on your video camera before speaking.
- Self-identify when speaking.
- Remember to mute your mic and turn off your video camera after speaking (unless directed otherwise).

General considerations of “netiquette”:

- Keep in mind the different cultural and linguistic backgrounds of the students in the course.
- Be courteous toward the instructor, your colleagues, and authors whose work you are discussing.
- Be respectful of the diversity of viewpoints that you will encounter in the class and in your readings. The exchange of diverse ideas and opinions is part of the scholarly environment. “Flaming” is never appropriate.
- Be professional and scholarly in all online postings. Cite the ideas of others appropriately.

Note that disruptive behaviour of any type during online classes, including inappropriate use of the chat function, is unacceptable. Students found guilty of Zoom-bombing a class or of other serious online offenses may be subject to disciplinary measures under the Student Code of Conduct.

CLASS MEETING SCHEDULE

DATE	MEETING FOCUS	READINGS (SUBJECT TO CHANGE - CHECK OWL)
WEEK 1 Section Jan 13	Introduction to course Images and writing through the senses	Pick up textbooks from the bookstore
WEEK 2 Section Jan 20	Images Poetry Image Poem Workshop <u>Grammar</u> : <i>Subject and Verb Identification Review</i>	<u>Textbook Readings</u> : <i>Imaginative Writing</i> : “Image,” p. 15-27 and “Poetry,” p. 297-327 and <i>The Canadian Writer’s Handbook</i> , “Paragraphs,” p. 16-27
WEEK 3 Section Jan 27	Setting Setting Workshop Giving and Receiving Feedback <u>Grammar</u> : <i>Fragments</i>	<u>Textbook Readings</u> : <i>Imaginative Writing</i> : “Setting,” p. 135-165 and <i>The Canadian Writer’s Handbook</i> : “Fragments,” p. 49
WEEK 4 Section Feb 3	Creative Nonfiction In class writing exercise <u>Grammar</u> : <i>Run-on Sentences</i>	<i>Imaginative Writing</i> : “Creative Nonfiction,” p. 225-255 and <i>The Canadian Writer’s Handbook</i> : “Comma Splices” and “Run-ons,” p. 49-50
WEEK 5 Section Feb 10	Mid-Term Portfolio (30%) Dialogue Scripts In-class Dialogue Exercise	<u>Textbook Readings</u> : <i>Imaginative Writing</i> : “Voice,” p. 47-61, “Drama,” p. 328-367

WEEK 6 Section Feb 17	Story and Narrative Sign up for proposal presentations <u>Mechanics: Commas</u>	<u>Textbook Readings: Imaginative Writing:</u> "Story," p. 166-175, "Character," p. 94-109, and <i>The Canadian Writer's Handbook</i> : "The Comma." p. 150-158
Feb 24	READING WEEK	<u>READING WEEK</u>
WEEK 7 March 3	Story and Narrative In-class Writing Exercise	<u>Textbook Readings: Imaginative Writing:</u> "Fiction," p. 259-294"
WEEK 8 March 10	Drafts and Research Narrative Presentations (15%) In-class writing exercise	<u>Textbook Readings: Imaginative Writing:</u> "Developing a Draft to Research," p. 195-202
WEEK 9 March 17	Narrative Presentations (15%)	
WEEK 10 March 24	Narrative Presentations (15%) <u>Mechanics: Apostrophes, Semicolons, Colons, Dashes, Parentheses</u>	<u>Textbook Readings: The Canadian Writer's Handbook:</u> "The Essentials of Punctuation," p. 158-179
WEEK 11 March 31	Narrative Draft Workshop (small groups) One-on-one meetings with professor	<u>Textbook Readings: Imaginative Writing:</u> "Revision," p. 203-206 and "Editing," p. 207-208 and <i>The Canadian Writer's Handbook</i> : "Revising, Editing, and Proofreading," p. 14-16
WEEK 12 April 7	Writing Resources Exam Narrative Assignment Final (35%) Prep	Exam Template