

## ENGL 1302: Rhetoric and Composition II

### FALL 2014

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### Course Description

This class is a continuation of ENGL 1301, but with an emphasis on advanced techniques of academic argument. It includes issue identification, independent library research, analysis and evaluation of sources, and synthesis of sources with students' own claims, reasons, and evidence. Prerequisite: Grade of C or better in ENGL 1301.

Expected Learning Outcomes can be located on P48-P50 of the textbook, *First-Year Writing: Perspectives on Argument* and on pp. xvi-xvii of the *Scott, Foresman Writer*.

### Required Texts

These books are **required**, not optional. I will conduct random book checks that will count toward your daily participation grade. You must have hard copies of the books, **not** PDFs or other electronic versions, which violate copyright laws (and the academic honor code).

- Graff and Birkenstein. *They Say, I Say*. 3<sup>rd</sup> edition. ISBN: 978-0393935844
- *First-Year Writing: Perspectives on Argument*. (3<sup>rd</sup> UTA Custom Edition)
- Ruskiewicz, et al. *The Scott, Foresman Writer* (UTA Custom Edition)

**Please note:** You can purchase *They Say, I Say* online, as long as you buy the correct edition. The other two books can *only* be purchased from the UTA bookstore. They are customized editions for UTA. If you have an older version of *First-Year Writing: Perspectives on Argument*, you will need to purchase the newest (3<sup>rd</sup>) edition. This is not negotiable.

### Grading Scale

- |                             |                         |
|-----------------------------|-------------------------|
| • Issue Proposal            | 150 points              |
| • Annotated Bibliography    | 100 points              |
| • Mapping the Issue paper   | 200 points              |
| • Researched Position Paper | 250 points              |
| • Process Papers            | 100 points (4 x 25 pts) |
| • Reading Quizzes           | 100 points              |
| • Class Citizenship         | 100 points              |

A= 890-1000; B= 790-889; C= 690-789; Z or F= below 690

Grades in FYC are A, B, C, F, and Z. The Z grade is reserved for students who attend class regularly, participate actively and complete all of the assigned work on time, but still do not write well enough to earn a passing grade. **This judgment is made by the instructor and not necessarily based on a numerical average.** The Z grade is intended to reward students for good effort. While students who

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receive a Z will not get credit for the course, the Z grade will not affect their grade point average. Students who earn a Z grade may repeat the course for credit until they do earn a passing grade. The F grade, which does negatively affect GPA, goes to failing students who do not attend class regularly, do not participate actively, and/or do not complete assigned work.

**All three of the major papers must be completed to pass the course (IP, MI & RPP).** If you fail to complete any of the major papers (on time), you will fail the course, regardless of your cumulative points in the class. **Keep all papers** until you receive your final grade from the university, including drafts and your graded papers with my comments. You cannot challenge a grade without evidence.

## Grade Inquiries

It is your responsibility to keep track of your own grades. Grades for each assignment will be posted on Blackboard, including points awarded and the corresponding letter grade. You can estimate your grade at any time by simply adding up your total points and dividing by the total number possible at that time. I WILL NOT discuss students' grades or individual concerns before, during, or after class. Grades are not negotiable. However, if you want to discuss how you can improve your grade, you can make an appointment to meet with me during office hours. Do not wait until the end of the semester to try to salvage your grade! If you are struggling, seek help early and often.

## Assignment Descriptions

### Issue Proposal

This semester you will be conducting research on an issue that you select. For this paper, you will take stock of what you already know about the issue you select, organize and develop your thoughts, and sketch a plan for your research. See *FYW*, pp. P51-P54. An outline is required for this paper (typed/printed). It will not be formally graded, but if no outline is submitted your project grade will be lowered by one letter grade (10%).

### Annotated Bibliography

For this assignment, you will create a list of at least ten (10) relevant sources that represent multiple perspectives on your issue. You will include an evaluation of each source, followed by a summary and brief discussion of how you anticipate using it in the remaining papers. See *FYW*, pp. P57-P58.

### Mapping the Issue Paper

In this paper, you will map the controversy surrounding your issue by describing its history and summarizing at least three different perspectives on the issue—all from a completely neutral point of view. See *FYW*, pp. P59-P64. An outline is required for this paper (typed/printed). It will not be formally graded, but if no outline is submitted your project grade will be lowered by one letter grade (10%).

### Researched Position Paper

This paper represents the culmination of the research and writing you have done on the other major projects. In it, you will advocate a position on your issue with a well-supported argument written for a specific audience. See *FYW*, pp. P66-P69. An outline is required for this paper (typed/printed). It will not be formally graded, but if no outline is submitted your project grade will be lowered by one letter grade (10%).

### Rough Drafts/Workshops

Collaboration and revision are crucial to successful writing. Therefore, we will have a workshop day for each major assignment, during which you will work in small groups to assess each other's drafts and brainstorm suggestions for improvement. I will conference also with each group during the workshop. You **MUST** bring a typed/printed copy on workshop days. Having it on your phone, tablet or laptop is not sufficient. **If you don't have your printed draft on workshop days, you will not get credit for the draft and you will not be able to participate in the day's planned activity.** No late drafts will be accepted and you cannot make up a missed workshop.

### Reading Quizzes

I will give a number of pop quizzes over the course of the semester. If there is a reading assignment due, there might be a quiz on it—be prepared! The types of questions will vary, but may include multiple-choice, matching, fill in the blank or short answer. Your final quiz grade will be an average of all your quiz scores.

### Class Citizenship

In order for class to function most productively, it is essential that all students behave as engaged citizens. Good classroom citizenship includes preparation, participation and civility. The citizenship grade will be based on the following, averaged together:

1. Homework and Preparation: You will automatically earn a point simply by being in class during class discussions and lectures, as a listener. You will also earn a point for completing each homework assignment, if any. I will also randomly check to make sure you brought your textbooks. You will earn a point for preparedness on the days I do these checks. If you don't have those materials or you are absent, you'll forfeit that point. All of these points will be added up and divided by total points possible, resulting in a percentage for this category.
2. Participation: I will also track participation in class discussions, in-class writing and group work (including workshops). I'll use my tracking sheet to determine your level of participation.
  - A= Attends class regularly and regularly contributes to class discussions; participates actively in all group discussions/activities
  - B= Attends class regularly and often contributes to discussions; generally participates actively in group discussions/activities
  - C= Attends class regularly but rarely or never contributes, or attends class sporadically but contributes when present; participates in group discussions/activities sometimes, but not always

### Classroom Behavior

Civil behavior is part of good classroom citizenship. Points will be deducted from your citizenship grade for inappropriate behavior such as: habitual tardiness; sleeping in class; texting in class or other phone-related disturbances; wearing headphones in class; using laptops/tablets in class for any purpose other than taking notes; engaging in side conversations or interrupting when someone else is trying to speak; speaking to your instructor or classmates with an antagonistic or hostile tone; belittling others' ideas; or otherwise behaving rudely or disrespectfully. Racist, sexist or homophobic comments will absolutely not be tolerated.

**NOTE:** All major assignments must be typed in MLA format (double-spaced 12 pt. Times New Roman font, 1" margins, MLA headings, etc.) and submitted in MS Word or PDF format. Failure to comply with these basic formatting guidelines will result in a grade reduction of at least 10%. I will *only* accept major projects through SafeAssign.

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## Policies

### Attendance

Attendance is mandatory. Given the collaborative nature of this class, your presence is important to the success of the class as a whole. Attending class will only help you sharpen your critical reading, writing, and thinking skills. This will, therefore, help you become a better writer. You may miss **four (4)** class periods without penalty. This is equivalent to two weeks of class. After each additional missed class, I will deduct 5% (50 points) from your final grade.

All absences, up to the maximum of four, are automatically excused. I don't need/want any documentation. This includes illnesses, funerals, family emergencies, car problems, work conflicts, or any other life circumstance that comes up. The fifth absence (and any thereafter) will *not* be excused, even if you do have documentation. Save your absences for true illnesses/emergencies. If you must miss more than two weeks of class due to unanticipated problems, you should probably drop the class.

Please show up on time. If you are more than ten minutes late, you will be marked absent. You will also be marked absent if you leave early. Absence, leaving early, and habitual tardiness will also affect your class citizenship grade.

University-authorized absences: The university authorizes absences for religious holy days, military service, and university-related events (such as athletic and academic competitions). In all cases, notification must be given to your instructors, in writing, at least one week in advance. (The athletics department usually provides student athletes with a letter listing all of the dates of away-games. Get this letter and make copies for all of your instructors ASAP!) University-authorized absences will count against the four excused absences in this class. However, provided you give appropriate written notice, you will not be penalized if they go over the limit of four. (For example, student athletes with events on more than four class days will not be penalized). Bear in mind that your university-authorized absences will be counted first, when calculating attendance penalties. For example, let's say you missed class six times. Three were for athletic events and three were for illness. Your four excused absences would first apply to the three athletics-related absences. That means only one of the sick days would be excused, resulting in a 10% attendance penalty.

### Late and Missed Work

It is your responsibility to check the course calendar and any announcements on Blackboard for information about missed work and upcoming assignments. After doing so, you may contact me with any further questions.

I do not allow "make-ups" for missed in-class work. All major assignments are due on or before the deadline and must be submitted via the SafeAssign uplink on Blackboard. To avoid conflicts with scheduled Blackboard outages, assignments must be submitted by 2pm on the due date. **I will not accept any work through email, nor will I accept late work.** Please see calendar for due dates.

### Late Enrollment Policy

Though I realize that sometimes enrolling in a course after the start date is unavoidable, please be advised that you will be held responsible for the class periods that you have missed, even if you were not yet enrolled in the course. You will not be able to make up attendance, missed opportunities for participation points, or any other assignments that occurred before you enrolled. If you enroll in class after the start date it is your responsibility to contact your instructor in order to get caught up on the schedule and any announcements that might have been delivered in your absence.

### Drop Policy

Students may drop or swap classes through MyMav during registration and late registration only. After late registration, students must see their academic advisor for schedule changes. Undeclared students should see an advisor in the University Advising Center. The final date to drop a class with a W is **October 29, 2014** (requests must be submitted to the adviser no later than 4:00pm). It is the student's responsibility to drop a class (or withdraw from the university) if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance.** Please note that dropping classes might affect your financial aid eligibility.

### Paper Reuse Policy

You are not allowed, under any circumstances, to reuse papers from prior classes. Reusing papers does not demonstrate any advance in knowledge or skill, and so would not be helpful for you either in terms of your learning this semester, or for me in terms of assessing your learning. Moreover, it's academically dishonest to pass off recycled work as original work produced for this class.

### Rewrite Policy

Revision is an important means for improving both the writing process and the final product. Students have the option of revising two major assignments—the Issue Proposal and Mapping the Issue Paper—after they have been graded. If you intend to rewrite either of these papers, you must contact me within 48 hours of receiving a grade to let me know. Rewrites will be due no later than one week after they were originally returned to you with a grade. The original grade and revision grade will be averaged to arrive at a final grade for the essay. A rewrite does not guarantee a better grade. Revision is not just fixing surface errors or deleting a few sentences. To justify changing the grade, it must be evident to me that the paper has been thoroughly reworked. **Students who have simply failed to follow the instructions or otherwise not met the basic assignment requirements will receive a zero and will not be permitted to rewrite the paper for a better grade.**

### Academic Integrity

Plagiarism and other forms of cheating will not be tolerated. Plagiarism includes: submitting work written by another person as if it were your own; using the exact words of a source without quotation marks and/or documentation; paraphrasing ideas or passages from a text or other source without documentation; including information that is not known to the general public without documenting the source; and following the structure or style of a source without documentation.

Whether intentional or not, all cases of plagiarism will be reported to the Dean of Student and will result in a failing grade on the assignment, even if only a single phrase or sentence is plagiarized. Plagiarism could also result in a failing grade in the course, or even suspension from the university.

I have found that most people plagiarize out of desperation—they don't understand the material and/or the assignment, they don't have time to complete the assignment, etc. If that's the case, *come talk to me* in advance, rather than risking your academic record.

### Disabilities

Students who require accommodations for disability must present the instructor with the appropriate documentation from the Office of Students with Disabilities (UH 102). This includes physical disabilities, learning disabilities, and psychological disabilities. Please get your documentation from OSD and present it to me as soon as possible. Disability accommodations (such as attendance leniency) are not retroactive.

### Technology Requirement

This class requires consistent access to the Internet and MS Word. It is essential that you have consistent access to your **UTA email account** and **Blackboard**; it is your responsibility to make sure

your NetID and MavMail are working properly. Contact OIT immediately if you have any problems gaining access to these systems.

Be sure to frequently back up all of your work on an external hard drive, removable disk, or online file management system (such as Dropbox or iCloud). **Computer problems, including lack of access to a working computer or printer, are not acceptable excuses for missing or late work.** The university provides computer facilities for student use. Papers must be turned in electronically on Blackboard (SafeAssign), and papers submitted in a format other than Word or PDF will not be accepted. If you don't have MS Office on your computer, please plan to use the campus computer labs. **I WILL NOT ACCEPT EMAILED WORK.**

If you're having difficulty with Blackboard, contact the Helpdesk immediately (helpdesk@uta.edu or 817-272-2208); don't wait until after the deadline has passed! In the case of unscheduled Blackboard outages, please email me immediately for further instructions.

### Email

Please check the syllabus, announcements, assignment sheets, etc. for answers to your questions before emailing your instructor. (This advice applies to all of your classes; it's just good manners!) UTA has adopted MavMail as the sole means of communication between faculty, administrators, and students. I will not answer email from private accounts; all communication must go through MavMail. **Students are responsible for checking their MavMail regularly.** Emails will be answered within 24 hours. Please give me at least 24 hours to respond before sending a follow-up email.

### Office Hours

I encourage students to make use of my office hours first, before seeking external help. No one is more familiar with my course than me! Office hours are most productive when students email me in advance to tell me what they'd like to discuss and (about) what time I can expect them. This allows me to prepare in advance for our meeting. Office hours are a time for informal discussions in which I can answer your questions, help you work through anything that's confusing you, advise you on how to improve your reading/writing skills, answer questions about your grades, etc.; don't be shy about coming to see me!

### Writing Center

The Writing Center (Central Library, Room 411) offers guidance to UTA students on writing assignments for any of their classes. Writing Center hours Mon-Thu, 9-7:30; Fri, 9-3; and Sat/Sun 12-4:30. Appointments last 45 minutes. Students must register with the Writing Center before making appointments and should bring a printed copy of their assignment sheet, their current draft, and any instructor or peer comments to the appointment. To register and schedule appointments, visit: <http://www.uta.edu/owl>. In addition to one-on-one consultations, the Writing Center offers writing workshops. For more information, visit the writing center's website.

### Student Support Services

UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to [resources@uta.edu](mailto:resources@uta.edu), or view the information at [www.uta.edu/resources](http://www.uta.edu/resources).

### Emergency Exit Procedures

If we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exit. When exiting the building during an emergency, use the stairwells—*not* the elevators. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist disabled individuals.

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## Daily Calendar

Please check Announcements in Blackboard regularly for updates.

Syllabus Abbreviations	
<i>TSIS: They Say/I Say</i>	IP: Issue Proposal
<i>SFW: The Scott, Foresman Writer</i>	AB: Annotated Bibliography
<i>FYW: First-Year Writing: Perspectives on Argument</i>	MI: Mapping the Issue
	RPP: Researched Position Paper

Topic		What's Due
WEEK 1		
Thu 8/21		
WEEK 2		
Tue 8/26		
Thu 8/28		
WEEK 3		
Tue 9/2		
Thu 9/4		
WEEK 4		
Tue 9/9		
Thu 9/11		
WEEK 5		
Tue 9/16		
Thu 9/18		
WEEK 6		
Tue 9/23		
Thu 9/25		
WEEK 7		
Tue 9/30		
Thu 10/2		
WEEK 8		
Tue 10/7		
Thu 10/9		

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*8-week progress reports*

WEEK 9		
Tue 10/14		
Thu 10/16		
WEEK 10		
Tue 10/21		
Thu 10/23		
WEEK 11		
Tue 10/28		
Thu 10/30		
WEEK 12		
Tue 11/4		
Thu 11/6		
WEEK 13		
Tue 11/11		
Thu 11/13		
WEEK 14		
Tue 11/18		
Thu 11/20		
WEEK 15		
Tue 11/25		
Thu 11/27	THANKSGIVING BREAK—NO CLASSES	
WEEK 16		
Tue 12/2		

**\*\*\*THERE IS NO FINAL EXAM IN THIS CLASS\*\*\***

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