

Instructor: Rita Beeman
Class Time: ONLINE - D2L
Location: Prothro-Yeager BW 210
Office: PY221
Email: rita.beeman@msutexas.edu
Office hours: T 11:00 AM - 12:00PM
We 10:00 AM - 12:50PM
Th 11:00 AM - 12:10 PM
Office phone : 940.397.4245

ENGL 1153-x66: Introduction to Reading and Writing - Literature - Spring 2023

Syllabus

Text:

- Lawn, Beverly, and Joanne Diaz. *40 Short Stories: A Portable Anthology*. Sixth ed., Bedford/St. Martin's, Macmillan Learning, 2021.

A style guide such as LB Brief or Little Seagull Handbook is not required, but is recommended.

Supplemental reading will be provided by the instructor

Required Materials:

- Access to D2L

Course Description:

This semester's class will examine various genres of literature, including poetry, short story, drama, and film, as a way to develop an understanding of this type of genre in literature. Texts will be presented from a broad range of writers and artists with the goal of developing a greater understanding of the varied processes that exist within literature in particular and in society at large. I hope that these activities will improve your critical reading and writing skills as you establish the expectations for written discourse at the college level.

Course Objectives:

- Read various literary texts
- Apply knowledge of literary analysis to interpret literary texts

- Engage in a writing process that includes invention, drafting, peer review, and revision
- Write various genres of academic essays
- Find, evaluate, and synthesize credible sources in support of a research paper
- Use sources ethically and in contextually appropriate ways following MLA guidelines
- Demonstrate proficient use of Standard Written English
- Participate in class discussions in D2L under Communications Tab
- Additional information about course objectives may be found on the department webpage, <http://libarts.mwsu.edu/english/>.

Course Assignments:

You will receive detailed assignment sheets that explain the specifics for each of these assignments.

- 20% 4 One-Page Reading Responses (5% each)
- 20% Short Story Essay.
- 30% Literary Analysis Essay
- 10% Annotated Bibliography
- 10% Class Participation
- 10% Attendance

Final Exam: No final exam for this course

Grading Policy: This class will not use the plus/minus grading system for *final grades*. The following numerical equivalents for final grades are used:

A = 100-90%;

B = 89-80%;

C = 79-70%;

D = 69-60%;

F = 59-0

Course Policies:

- Assignments must be submitted on time unless arrangements have been made prior to due date
- Attendance will be taken at the beginning of each class period
- Please silence all cell phones and electronic devices during class. If you are seen texting during class, you will be asked to leave and will be given an absence for the day

- Failure to follow instructions on an assignment can result in a failing grade
- Food is not allowed in the classroom

Midterm Grades: In order to help students keep track of their progress toward course objectives, a Midterm Progress Report through each student’s Navigate account will be provided by the instructor. Midterm grades will not be reported on the students’ transcripts; nor will they be calculated in the cumulative GPA. Students earning below a C at the midway point should make an appointment with the instructor and consider visiting the Tutoring & Academic Support Programs Center.

Submission Format and Policy: All formal assignments are to be typed and formatted – and outside sources documented - according to MLA style. All formal papers will be uploaded into the D2L Dropbox folder and/or Achieve.

By enrolling in this class, the student expressly grants MSU a “limited right” in all intellectual property created by the student for the purpose of this course. The “limited right” shall include but shall not be limited to the right to reproduce the student’s work product in order to verify originality and authenticity, and for educational purposes.

Note: You may not submit a paper for a grade in this class that already has been (or will be) submitted for a grade in another course, unless you obtain the explicit written permission of me and the other instructor involved in advance.

Access to Microsoft 365: All students are able to download Microsoft Office 365 free of charge using their MSU Texas student email address. To acquire Office 365, please visit <https://www.microsoft.com/en-us/education/products/office?ms.officeurl=getoffice365?ms.officeurl=getoffice365> and create an account.

University Computer Labs: The University provides four open computer labs throughout the week. These four labs feature access to Microsoft Office Suite for writing and internet access for research. You can find these labs in:

Location	Hours
Clark Student Center	24 hours (Mon-Sun)

Dillard 146	Mon-Thurs 6:00 am – 7:00 pm
Moffett Library	Mon-Thurs 8:00 am – 10:00 pm; Fri. 8-5; Sat: 10pm-6 pm; Sun: 2:00 pm-10 pm
Legacy Hall	24 hours (Mon-Sun)

Late Assignment Policy: Late assignments, defined as work not submitted by the designated date and time posted in the D2L Dropbox/Submission folder, will be accepted, but they will lose 10% of the final grade. Additionally, no late work will be accepted more than 48 hours after the original deadline. If you are unable to come to class on the day an assignment is due, you should still upload it into the D2L Dropbox folder on time to avoid late paper deductions.

Formatting Guidelines:

I will only accept typed work composed in MLA format. Assignments longer than one page must have the page and surname of the author in the upper right hand corner, in compliance with MLA format.

Academic Dishonesty: Plagiarism is the use of someone else’s thoughts, words, ideas, or lines of argument in your own work without appropriate documentation (a parenthetical citation at the end and a listing on the Works Cited page) whether you use that material in a quote, paraphrase, or summary. All formal papers will run through the Turnitin for an originality report. At the very least, plagiarism will result in an F on the assignment; at worst, the consequence will be an F in the course. Offenders will be reported to the Chair of the Department of English, Humanities, and Philosophy and/or the Director of Student Conduct.

Students with Disabilities: The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact the Disability Support Services in Room 168 of the Clark Student Center, 940-397-4140

Contacting Your Instructor: Email is the best way to contact me:

rita.beeman@msutexas.edu. Phone, Skype, or Office visits available for additional hours on request. I attempt to check email at least once daily. However, response may be slower on weekends or holidays, so please plan accordingly. I will only be able to check voice mails when I am in the office.

Class Notes section of D2L: Although I will occasionally send you email with course updates, please keep in mind that the Class Notes section for this course will be the primary way I will communicate with you. When I tell you to go to course content to access helpful or important materials including information sheets in PDF format or audio files, you are expected to access those materials. D2L keeps metrics on who accesses these materials. If you do not listen to the audio files in particular which are made specifically for your course, this may impact your attendance grade in the course. Much of the information in Course Materials will be helpful for this course, and also for writing activities you will have in future. I particularly recommend that you keep digital or printed copies of those informative documents. Check Class Notes at least once every weekday during the semester. In the event of unexpected developments, it will be the first place I post updates to the class on adjustments to activities or schedule.

Other Notes:

- In discussion groups, be respectful of classmates and instructor. We don't have to agree on all points, but I do expect all participants to conduct themselves with dignity and respect for peers. I also require that students restrict themselves to polite and formal forms of address, even in discussion groups. Remember that the purpose of this class is to refine our modes of communication to reflect the academic style of writing for formal settings.
- Attendance will be calculated primarily based on participation in Discussion groups and other instructor-directed activities, so be sure to participate in all discussions during the semester and complete all activities. Watch the News Items for updates on activities which may be added to the agenda later in the semester.
- When submitting papers online to Dropbox, check to ensure that your paper has posted to the system and did not simply "save as draft." If for some reason Dropbox is not working for you, send me an email immediately explaining the problem, and attach your file to this email. Technology malfunctions are not excuses for late papers.
- In the case of unforeseen circumstances such as catastrophic weather that results in power outages that interfere with internet transmission, the assignment schedule may be adjusted accordingly. In such cases, due dates will be reviewed and adjusted as soon as it is possible to do so. Please check D2L class news and discussion boards regularly for updates if there is disruption to class.
- Be sure to review Course Content for supplemental documents and audio files with micro-lectures from the instructor. Remember that D2L notifies instructors which students have reviewed information and listened to audio files. I strive to

keep such files small, but information they contain may be crucial to your successful completion of assignments.

Tutoring: Tutoring and Academic Support Programs (TASP) provides free drop-in tutoring for MSU students. Located on the first floor of Moffett Library, TASP's Learning Center provides tutoring support in a number of core courses and subject areas. Writing tutors are available. Remember that students don't need an appointment to utilize these services.

For Distance Education students, TASP has partnered with Thinkingstorm, an online tutoring company that provides you with high-quality, 24/7 tutoring support. Located at the top of your D2L course page, select the tutoring tab to book an appointment with a tutor. Writing tutors will not edit your papers for you, but they will provide support and feedback at every stage of the writing process, from brainstorming to drafting, revising to proofreading.

Safe Zone Statement: The professor considers this classroom to be a place where you will be treated with respect as a human being – regardless of gender, race, ethnicity, national origin, religious affiliation, sexual orientation, political beliefs, age, or ability. Additionally, diversity of thought is appreciated and encouraged, provided you can agree to disagree. It is the professor's expectation that ALL students consider the classroom a safe environment.

Online Computer Requirements: Taking an online class requires students to have access to a computer (with Internet access) to complete and upload assignments. It is the student's responsibility to have (or have access to) a working computer in this class. Assignments and tests are due by the due date, and personal computer technical difficulties will not be considered a valid reason for the instructor to allow students extra time to submit assignments, tests, or discussion postings. Computers are available on campus in various areas of the buildings as well as the Academic Success Center. A computer problem is not an excuse for missing a deadline, as there are multiple locations where computers may be accessed for MSU students. Students may access this online class from any computer in the world that is connected to the internet. Contact your instructor immediately upon having computer trouble. A student helpdesk is available to students who have technical difficulties with online courses. The university's tech support, however, cannot work directly on student computers due to both liability and resource limitations. They will, however, assist you in connecting a functioning computer to our online services.

Writing Proficiency Requirement: All students seeking a Bachelor's degree from Midwestern State University must satisfy a writing proficiency requirement once they have 1) completed 6 hours of Communication Core and 2) earned 60 hours. Students may meet this requirement by passing the Writing Proficiency Exam, passing two Writing Intensive Courses, or passing English 2113. If you have any questions about the exam, visit the Writing Proficiency Office website at <https://msutexas.edu/academics/wpr/> or call 397-4131.

Campus Carry Statement: Senate Bill 11 passed by the 84th Texas Legislature allows licensed handgun holders to carry concealed handguns on campus, effective August 1, 2016. Areas excluded from concealed carry are appropriately marked, in accordance with state law. For more information regarding campus carry, please refer to the University's webpage at MSU Texas's [Campus Carry page](#).