

WRITING 1000G

2019-2020

SECTION: 001

TIME/ ROOM/ LOCATION:

Wednesdays 2:30pm 5:20pm

UC-1220

PROFESSOR: Claudia B. Manley

EMAIL: cmanley2@uwo.ca

OFFICE: University College, Room 1426 OFFICE HOURS: Wednesdays 12 1pm, Thursdays 1pm 2pm, and by appointment

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)

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.

Submitting Assignments

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 Writing Department Drop Box outside Lawson Hall Room

fax assignments e-mail assignments

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

When submitting assignments on Owl, please title your papers thusly: Last Name_Essay # (for example, Manley 2).

Communication

All students are required to have an active UWO e-mail account and to check it regularly between class meetings. It is the primary way that I communicate with you outside of class. There will be no accommodations made for students who miss assignments or important messages because their UWO account is full and not receiving new e-mails. You are also to have a working knowledge of our Owl website. There will be required online discussions assigned throughout the semester.

Students should also carefully consider how they address me via email as well as the content of said email. While we may engender an informal community in class, email is a mode of professional

recognized as inappropriate.

Please read this post on proper mesn/∠MCID 25/ Lang (en-GB) \$459@097009400870003009B\$4@0910097>3@0003\$3@08E

You may miss up to the equivalent of one week of class of class meetings during the term without explanation. That means that the week you miss will be recorded as absences but

However, if you miss a total of 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 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 be waived only for medical or compassionate reasons. If you have good reasons for ant to miss

another class meeting) discuss these reasons 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: below.

Note: in another course count as non-attendance, and attract per if applicable. Instructors at the University of Western Ontario write a make-	
a test, that is choice; your absence will not be excused.	
Medical Accommodation Policy	

enroll in it, you may be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are

Medical Accommodation Policy

Western has a comprehensive policy covering requests for accommodation by students who are not registered with Student Accessibility Services. All students should review this policy here, under the Undergraduate Student

and notice requirements:

http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID= 1&SelectedCalendar=Live&ArchiveID=#Page 12

In Writing courses, students covered by this policy who are seeking academic consideration must proceed as follows.

: students seeking academic consideration on medical or any other grounds for any missed tests/ exams, class attendance/ participation components, or late or missed assignments must either initiate a Self-Reported Absence (for a grade component worth up to 30% of their final grade, but excluding final exams scheduled during the exam period) or apply in person to the Academic Counselling or Undergraduate office of their home Faculty and provide a Student Medical Certificate (SMC) or other supporting documentation as required in accordance with official Western policy (linked above).

Students seeking academic consideration must communicate with their instructors no later than 24 hours after the end of the period covered by either:

- i. A Self-Reported Absence, or
- ii. Academic consideration supported by the Academic Counselling Office.

Exception: in Writing Studies courses, a student seeking academic accommodation on non-medical grounds for any missed in-class tests/ exams, class attendance/ participation components, or late or missed assignments worth less than 10% of a final grade first consult directly with her or his instructor, who will in his or her discretion elect either to make a decision on the request directly or instruct the student to follow the procedures set out in

Please note that individual instructors will not under any circumstances accept or read medical documentation directly offered by a student, whether in support of an application for accommodation on medical grounds or for related reasons (e.g. to explain an absence from class which may result in a All medical documentation must be

Students who are or who feel they should be covered under Student Accessibility Services should review Western policy here:

http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID= 1&SelectedCalendar=Live&ArchiveID=#Page 10 Students who are in emotional/mental distress should refer to MentalHealth@Western: (https://www.uwo.ca/health/) for a complete list of options about how to obtain help.