I. Instructor Information
Name: Werner Trieschmann
Office: Division of Fine Arts & Humanities Office—CHARTS
Telephone: (501) 812-2338
Office hours: 11 a.m.-1:30 p.m. Tuesdays and Thursdays
Mailbox location: Division of Fine Arts & Humanities Office—CHARTS
Email: wtrieschmann@pulaskitech.edu
The absolute best way to reach me is through Blackboard, by email, or to come by the office.

II. Catalog Description
3 Credit Hours (3 hours lecture per week)

Practical experience in the techniques of writing poetry, fiction and stage monologues.

PREREQUISITE: ENGL 1311 with a grade of “C” or better or consent of instructor.

III. Course Resources
Required textbooks: None to purchase.

Various handouts will be posted to Blackboard during the course of the semester.

IV. Institutional Learning Outcomes
PTC supports a college-wide institutional learning assessment program which concerns effective instructional methods and promotes student learning achievement by assessing:

1. Communication
2. Critical Thinking
3. Cultural Awareness
4. Information Literacy
5. Professionalism
6. Quantitative Literacy
7. Technology Literacy

For more information, please consult the following website:
http://www.pulaskitech.edu/sla/mission.asp
V. Department/Program Learning Outcomes
The English department, consistent with the College’s mission and the Division’s objectives, encourages the success of its students in all technical fields and academic disciplines by promoting:

1. Critical and creative thought
2. Effective argumentation with a focus on tone, purpose and audience
3. Academic Integrity
4. Independent thinking and learning
5. Written communication on a collegiate level
6. Exposure to various cultures and subcultures
7. The influence of culture on individuals and their work
8. Collaborative study and writing

VI. Course Outcomes
The student will:

1. Generate creative writing projects in prose, verse and a stage character monologue.
2. Learn techniques, styles, and forms for imaginative writing.
3. Participate constructively in a workshop environment.
4. Explore structures and techniques used in published fiction and poetry.

Students will read and analyze published literary works in a critical manner in order to investigate and study the craft of creative writing, write in various genres and forms, critique other students’ work, and have their own work critiqued. As a writer’s workshop community is only as good as the individuals who compose it, each student will be expected to exhibit enthusiasm, ambition, effort, and accomplishment, the necessary qualities for a writer.

VII. Attendance Policy
Agencies granting financial assistance may be notified of the violation of the attendance policy by students receiving financial aid.

Attendance is taken starting the first day of the semester, with the exception of students who enroll after classes have started. Teachers have the right to lower a student’s grade based on excessive absences.

Any student who misses two consecutive weeks of class may be administratively withdrawn from the class.

Any student who does not class within the first two weeks of class will be considered a “no show” according to the campus attendance policy and will be reported as such and dropped from the class.
Teachers have the right to enforce PTC’s administrative drop policy for days of consecutive nonattendance. Such particulars as determined by the instructor are detailed in the paragraph below.

Because this is an online class, you are expected to log several times a week. For the best result, you should check in every day to make sure you stay on top of things and do not miss any assignments that will be posted throughout the week. Please note: participation is a vital part of your grade in this class. Active discussion is not only encouraged, it is required. Failure to log in for seven consecutive days will result an F in the course.

VIII. Classroom Policies
The PTC Catalogue rules and regulations will be enforced in this class at all times.

Please consult the following website for more information:
http://www.pulaskitech.edu/admission/web_catalog/

IX. Grading
Letter grades will be based on the following scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Points Range</th>
<th>Letter</th>
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</thead>
<tbody>
<tr>
<td>A</td>
<td>900 – 1000 points</td>
<td></td>
</tr>
<tr>
<td>B</td>
<td>800 – 899 points</td>
<td></td>
</tr>
<tr>
<td>C</td>
<td>700 – 799 points</td>
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</tr>
<tr>
<td>D</td>
<td>600 – 699 points</td>
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<tr>
<td>F</td>
<td>599 and below</td>
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A. Assignments

This course strives to introduce and understand writing in various genres (with an emphasis on poetry and short fiction). To that end, we must do three things-- write, read, and discuss. For a writer, all three are important in developing skills necessary to craft works of writing. We will work to establish a community that will hopefully continue to exist long after this course is over. Within this community, we will try to understand what writing is and is not and to develop expectations for successful writing. To do this, each student must seek to make the workshop community generative and exciting. Each individual should exhibit enthusiasm, ambition, effort, and accomplishment. These are necessary qualities for a writer. Among the most important tasks of any workshop participant is enhancing courage and confidence in colleagues, but you must be committed to telling the truth. A workshop community is only as good as the individuals who compose it.
You will write in at least three genres for workshop during the semester, complete an extensive journal, and revise your creative work to submit in your final portfolio. You should work on revising your creative work throughout the semester for this final portfolio project. You will read short stories and poems published by authors and written by your classmates, and you will give thoughtful and respectful commentary and critique of the published works in class discussion and of your classmates’ work in workshop.

**The Point System:**
There are 1000 points possible for the semester. The requirements for the course and the points are as follows:

- Various assignments 10% -- 100 points
- Journal 10% -- 100 points
- Poem 10% -- 100 points
- First revision of poem 5% -- 50 points
- Second revision of poem 5% -- 50 points
- Character Monologue 10% -- 100 points
- Short story -- 100% -- 100 points
- Final Portfolio 40% -- 400 points

**Total:** 1000 points

**Grading Criteria:**
In order to earn all points for the work you do in this course, you must 1) complete and revise the work, with effort and development, 2) submit all works on time, and 3) submit works in the correct format. In order to receive full credit for the final portfolio, in addition to the three previous tasks, you must also 4) make substantial revisions that take into account workshop comments (including mine). Thus, your exercises, short stories, and poems will not be "graded" in the same way that an essay might be graded. The points will not reflect success or failure of the work itself, only that the work has been done, that it has been done on time, and that it fulfills the assigned requirements. The grading criteria for the portfolio will be distributed for you to review.

**Plagiarism:**
It is assumed that students taking this class already understand what plagiarism is and how to avoid it, as this was taught in English Composition I, the prerequisite for this course. It is your responsibility to avoid all forms of plagiarism in all of your writing for this course. If you aren't sure what plagiarism is, then it is your responsibility to review the term immediately.

Your work in this course should be your own original material unless otherwise directed. Finding information on the Internet and presenting it as if it is your idea or analysis is another form of plagiarism. Submitting work that was used for another class, including
any other sections of this class from previous semesters, is not allowed; as this is a form of plagiarism, such action will result in automatic failure of the course. Please review the syllabus and the PTC Student Handbook for more information about plagiarism. If you have any questions about plagiarism, please let me know.

Please note this form of plagiarism especially: if you plagiarize by blocking and copying a text or parts of a text from electronic sources (such as Internet sites) or paper sources (such as other students' papers) without any form of acknowledgment in any of your writing for this course, then you will automatically receive an "F" for the course and will be denied access to the course.

Workshop Guidelines:

We, as a class, should discuss a piece of writing as though the writer weren't present. Your most friendly and helpful act is to respond honestly to the work of your fellow classmates. If you respond honestly and with care, there's a good possibility that what you say will be helpful to the writer. Don't rely on the excuse that you don't know that much about writing--all class members are in the same boat. Often the most lasting things you learn about writing will occur when you risk a previously unthought-of opinion. Students want to hear what you think or they wouldn't be here. Discuss both the areas that work in a piece as well as areas that need improvement, and focus on what’s best for the work itself.

As an author whose piece is being workshopped, remember that the comments are suggestions. Consider them thoughtfully, and then decide what is best.

It is important to note there is a distinction between the writer and the speaker of a poem/story. We are not to assume that the writer is the speaker of a piece of writing. In other words, the author is not necessarily writing a confessional. Assume that all things read in this class are fiction.

Revisions
During the course of the semester, you will be given feedback on each of the three types of creative work you turn in (poem, monologue and short story) and then you will be asked to revise the work based on the feedback given. If substantial revisions are not made to these works, then the grade will be lowered; it is expected that your work will evolve and improve throughout the semester. Critical thinking, creative experimentation, and thoughtful revision are crucial to doing well in this class.

Final Portfolio (5 pieces total)
The final portfolio will consist of a final revised copy of a poem, stage monologue and short story as well as two new creative works and the final classroom journal. Not submitting a final portfolio that fulfills the requirements and on time means automatic failure of the class.

Additional Requirements:
All major assignments for this class must be typed in standard font and standard size. Fancy fonts do not make the quality of writing go up, and in fact, they often hinder a reader’s ability to read the piece. Make sure that you keep a backup file of your work for safekeeping. In the case of loss or damage, you are responsible for having another copy. Computer failure is a tragedy, but not an excuse for late assignments.

B. Late Work Policy

All work should be completed on time. Major assignments which are turned in late will be subject to the penalties listed above. An assignment is considered late if it is submitted past the time it is due. Please make every effort to avoid late work. I do not like to penalize anyone, but I must be fair and consistent with this policy. Participation credit cannot be made up.

X. Academic Integrity

It is expected that all students who attend PTC conduct themselves in a manner appropriate for the college experience. Academic integrity is a vital component of collegiate behavior. The PTC catalogue states, “The gaining of knowledge and the practice of honesty go hand-in-hand.”

The catalogue also states, “The responsibility and authority of initiating discipline arising from violations of the rules against dishonesty during the process of the course are vested in the instructor of that course.”

The complete Academic Integrity Policy can be found in the PTC code of conduct.

XI. Accommodation Policy

Services for Students with Disabilities: PTC is committed to fulfilling all federal requirements as stated in the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Accommodations are available to students who have documented disabilities. Students who request accommodations must register with the Coordinator of Disability Services in Counseling Services (501-812-2220 or www.pulaskitech.edu) prior to the semester of planned enrollment, and must provide recent documentation of medical, educational, and/or psychological records.

Students who need accommodations should inform the instructor at the beginning of the course. Accommodations will only be provided if the instructor receives a letter of approved accommodations from the Coordinator of Disability Services. Failure to provide sufficient notification may result in a delay of services.
XII. Sexual Misconduct
No person at Pulaski Technical College will, on the basis of gender, be excluded from participation in, be denied benefits of, or be subjected to sex discrimination, sexual harassment or sexual misconduct under any education program or activity. All college administrative policies and procedures regarding sex discrimination, sexual harassment, and sexual misconduct are in compliance with Title IX. Students who feel they are victims of sexual misconduct should contact the PTC Title IX Deputy Coordinator for Students:

Michelle Anderson, Dean of Students
Campus Center Building Room 212
501-812-2756
manderson@pulaskitech.edu

Additional information, including the PTC sexual assault policy, procedures, and resources may be found online at http://www.pulaskitech.edu/sexual_misconduct_awareness/.

XIII. Course Evaluations
Students may be asked to evaluate their instructor and course near the end of the semester. These student evaluations are very important to the improvement in the quality of instruction and course materials. All results are anonymous and shared with the faculty only after the semester is over and grades have been posted.

XIV. Information Literacy
PTC is committed to the Information Literacy Competency Standards for Higher Education as established by the Association of College and Research Libraries and endorsed by the National Forum on Information Literacy. Therefore, all courses will incorporate an information literacy component so that, by graduation, all students will be able to recognize the need for information, then locate, evaluate, synthesize, and communicate information in an ethical manner. Information literacy encompasses critical thinking, research, media, technology, health, business, and visual literacy skills to produce lifelong learners who can make informed decisions in the workplace and in their personal lives.

XVI. Plagiarism
It is expected that all writing that you submit in a class is your own original work, and that any sources of information that you consult are fully cited and properly integrated into your writing.

Regardless of intent, any paper that contains any form of plagiarism will earn a 0% for the assignment. Most plagiarism is accidental and results from mishandling of research or inadequate citations. Examples of accidental plagiarism include:
- word-for-word copying from any source without the use of quotation marks;
- failure to completely cite all quoted, summarized, or paraphrased material from a presented source;
 improper paraphrasing (i.e., paraphrased information that retains the grammatical structure and/or vocabulary of the original source).

In the case that any student plagiarizes information with the intent of cheating on a writing assignment, the instructor may choose a more severe penalty at their discretion. Examples of blatant plagiarism include:
- submitting any amount of material from the Internet or another outside source as if it is the student’s original composition;
- copying material from a source with no attempt at using quotation marks and/or citation of the source;
- paraphrasing material from a source with no attempt at documentation of the source;
- reuse of material from previous classes without the instructor’s express permission;
- simultaneously using material from another class without the permission of both instructors involved;
- buying papers;
- letting others write part or all of a paper; and
- all other instances in which the student attempts to circumvent creating an original composition for that assignment and/or attempts to deceive the audience about the sources used when composing the assignment.

You should review the information about plagiarism in textbooks and the Academic Integrity Policy in the PTC Student Handbook, as it is your responsibility to demonstrate good scholarship in your writing.

Course Schedule/Course Content

The instructor reserves the right to revise this schedule. Please be aware this will very likely change during the course of the semester.

Week 1 – Jan. 16
Introduction students/professor/What is Art? Discussion
Assignment: Introduce Yourself Forum discussion group (5 points)
Assignment: What is Art? Discussion Forum (20 points)

Week 2 – Jan. 22
Poetry forms/Reading/analyzing/discussing poetry
Assignment: Read/react/rate to various poems (25 points)
Assignment: Journal prompt #1 (10 points)

Week 3 – Jan. 29
Reading/analyzing/discussing poetry
Assignment: Journal prompt #2 (10 points)

Week 4 – Feb. 5
Assignment: Journal prompt #3 (10 points)
DUE: Poem on last day of class this week. Detailed assignment given out in class. (100 points)
Week 5 – Feb. 12
POETRY Workshop
Assignment: Critique of fellow classmates poems (25 points)

Week 6 – Feb. 19
POETRY Workshop
Assignment: Critique of fellow classmates poems (25 points)
Assignment: Journal prompt #4 (10 points)

Week 7 – Feb. 26
POETRY Workshop/Writing days
DUE: Revision of Poem on last class of week (50 points)

Week 8 – March 5
Character/Monologue work
Assignment: Listening exercise (25 points)
Assignment: Journal prompt #5 (10 points)

Week 9 – March 12
Character/Monologue work
DUE: Monologue due on last class of week (100 points)

Week 10 – March 18
SPRING BREAK WEEK – NO CLASS

Week 11 – March 26
Character Monologue workshop
Assignment: Journal prompt #6 (10 points)

Week 12 – April 2
Fiction introduction
Assignment: Read/react/rate short stories (25 points)
Assignment: Journal prompt #7 (10 points)

Week 13 – April 9
Fiction
DUE: Short story due on last class of week. (100 points)

Week 14 – April 16
Fiction workshop
Assignment: Journal prompt #8 (10 points)

Week 15 –April 23
In-class work on Final Portfolios
Assignment: Journal prompt #9 (10 points)
**Week 16 – April 30**

**Assignment:** Journal prompt #9 (10 points)

Final portfolio due on Friday, Dec. 8 (400 points)

*There is no final for this class*

**XVII. Course Agreement Form**

Read, complete, and return to instructor:

I have read the course syllabus for Werner Trieschmann’s ENGL 2330 Creative Writing I class at UA-Pulaski Technical College, and I understand its content. I also understand the rules for the class, and I will follow and abide by these rules, including those relating to attendance, assignments, grading criteria, plagiarism, and behavior.

Semester ____________

Date ____________

Print name __________________________________________

Signature __________________________________________

Email address _______________________________________

(please use your PTC email address)

Telephone _________________________________