WRT 102: INTERMEDIATE WRITING WORKSHOP / FALL 2017

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Office: H 2103. Office Hours will be held on M/W/F from 12:00pm to 1:00pm, and by appointment.

WRT 102.82 meets from 9:00am to 9:53am: Monday/Wednesday in Humanities 3016, and Friday in SBS S316.

WRT 102.07 meets from 10:00am to 10:53am: Monday/Wednesday in Humanities 3019, and Friday in SBS S316.

WRT 102.11 meets from 11:00am to 11:53am: Monday/Wednesday in Humanities 3019, and Friday in SBS S316.

Required Materials
---A folder wherein to keep materials posted on-line and distributed in class.
---A spiral notebook or a binder with plenty of paper.

Recommended Materials:
---A college-level dictionary (American Heritage suggested)
---A thesaurus (Roget’s 21st Century Thesaurus in Dictionary Form suggested)

Course Description
“WRT102 emphasizes writing for academic and public purposes. Students learn strategies for extended writing assignments.” Focusing on analysis and argument, “students will do extensive revision on multiple drafts, including a researched argument, and will be required to submit a final portfolio” to be judged by an outside committee of readers. Grades run A through C and U only. Pass/No Credit is not an option for this course. Prerequisite: Placement by committee or successful completion of WRT 101 (Writing Program Catalogue).

As a workshop, this course is based on a three step writing process from which you will garner a series of essays to present in your portfolio. Intended to foster fluency, the first stage in this process is commonly referred to as the preliminary writing stage. Methods of working this stage are varied and include brainstorming, free-writing, taking and making notes, outlining, all the while recording your expanding knowledge of, responses to, and reflections on a given subject. The second step in this process involves arriving at a working draft, and the third involves developing and editing this draft into a clean, clear, and meaningful academic essay.

Course Objectives
Students will learn to conscientiously apply the Principles of Composition, that is, the principles of Unity, Emphasis, and Coherence to their writing; to write and work with solid thesis statements; to develop ideas and present them in a coherent orderly manner; to apply proper manuscript format to their compositions; and last but not least, to practice proofreading and polishing up their diction, grammar, and punctuation. Students will also sharpen their research skills by developing criteria for respectable sources of internet information, and by learning to effectively use the Library’s data bases.

Course Requirements:
Attendance: You must attend class in order to pass this course. Because of the nature of this course as a workshop, there are no excused absences, so save your allotted number of absences for when missing class in unavoidable. More than one week worth of absences will adversely affect your grade. More than two weeks worth of absences means an automatic U and the need to repeat the course. This is a strict program policy based on the nature of the class as a workshop, and hence, it is out of my hands. If you miss more than two weeks of classes, for any reason, drop this course and concentrate on your others.
**Punctuality:** Arriving on time is essential. Arriving late is disruptive; arriving repeatedly late is rudely disruptive, not to mention costly for the offending student as important directives, assignments, and handouts will be given, discussed, and explained in detail at the start of class. By arriving late, one is interrupting the momentum of the class, failing to fulfill his/her workshop responsibilities to fellow students, and losing out on important information. Each lateness counts as half an absence.

**Homework Assignments:** You are required to complete all reading and writing assignments on time and to come to each class prepared. Because of the nature of WRT 102 as a workshop, each due assignment serves as a building block for both the next assignment and the work we do in class. Failure to complete homework assignments on time will adversely affect your final grade.

**Writing Assignments:** Portfolio essays, both minor and major, must be in proper manuscript format. Hence, your revised drafts and final drafts must be correctly formatted. You will also be required to make copies of various assignments for in-class activities.

**Portfolio Requirement:** At the end of the semester, you will be required to submit a minimum of 15 pages of polished academic writing to include an Analytical Essay and a Researched Argument. In addition to these 15 pages, the portfolio must also include a cover letter to your portfolio readers. Your portfolio will be evaluated as pass or fail by a committee of readers composed of instructors other than myself.

**Plagiarism:** Though you are encouraged to get advice and feedback from others, the drafts you hand in must be your own and must be the product of the work you put into the class. Moreover, I am obligated to report all cases of plagiarism to the University. Regarding academic integrity on campus, as per the University’s Undergraduate Council, “[e]ach student must pursue his or her academic goals honestly and be personally accountable for all submitted work. Representing another person’s work as your own is always wrong. Faculty are required to report any suspected instance of academic dishonesty to the Academic Judiciary. For more comprehensive information on academic integrity, including categories of academic dishonesty, please refer to the academic judiciary website at [http://www.stonybrook.edu/uaa/academicjudiciary](http://www.stonybrook.edu/uaa/academicjudiciary).

**Disability Support Services (DSS) Statement:** If you have a physical, psychological, medical, or learning disability that may impact on your course work, please contact Disability Support Services (631) 632-6748 or [http://studentaffairs.stonybrook.edu/dss/](http://studentaffairs.stonybrook.edu/dss/) They will determine with you what accommodations are necessary or appropriate. All information and documentation is confidential. Students who require assistance during emergency evacuation are encouraged to discuss their need with their professors and Disability Support Services. For procedures and information, go to the following website: [http://www.stonybrook.edu/ehs/fire/disabilities/asp](http://www.stonybrook.edu/ehs/fire/disabilities/asp).

**Critical Incident Management:** Stony Brook University expects students to respect the rights, privileges, and property of other people. Faculty are required to report to the Office of Judicial Affairs any disruptive behavior that interrupts their ability to teach, compromises the safety of the learning environment, and/or inhibits students’ ability to learn.

**Grading Factors:** Given the workshop nature of this course, your final grade will be based in part on each of the following factors: **Your Class Participation and Effort:** Class Participation meaning participation in both class discussion and group work; Effort meaning your investment in the work, which includes timely completion all readings (quizzes on readings will not be announced), preliminary writings, and drafts. Please note the word “timely,” and keep in mind that late work is not acceptable. Your grade will also be based on **Revised drafts** of your essays. Finally, a **passing Portfolio** will raise your average by half a grade.
Student Learning Outcomes for WRT 102


2-Gen. Ed. Requirement – Write Effectively in English: Demonstrate the ability to revise and improve such texts.


5-Critical and creative engagement with texts: Analyze texts to understand how and why they communicate their messages and effects to audiences.

6-Rhetorical strategies: Achieve communicative purposes for different audiences and contacts.

7-Grammar and usage: Show evidence of careful sentence-level editing in final drafts at acceptable levels of accuracy in syntax, grammar, semantics, and punctuation.

8-Metacognition: Exhibit awareness of the relation of one’s writing practices and coursework to other academic, professional, and lived contexts.

9-Multimodality: Evaluate, synthesize, and manage information from or in a variety of media.

IMPORTANT: READ CAREFULLY

This is the required protocol for all “core”** writing assignments

All drafts must be done on time. Otherwise, the workshop will not work. You will have nothing to contribute to small group work. If you are late with two writing assignments, drop the course; take it when you are prepared to organize your time around this kind of class. Your group cannot afford to maintain you as an inactive participant. You can not make up work by doing extra work.

Each assignment, whether major or minor, is due at the start of class. There are no technological excuses for an assignment that is not ready for the start of class. This means that you started, thus completed, the assignment too late. Do your copy-editing and printing well ahead of class time. In other words, allow plenty of time for your writing process if you expect to do well. The print-out of your paper is your responsibility. Please note that I do not accept emailed papers.

Throughout the semester I will be collecting the background writing to each essay. These preliminary pieces must be properly headed, labeled, titled, and stapled if necessary. This includes preliminary writings and outlines, as well as early drafts. This work is the basis and the groundwork of your final drafts and indicates how seriously you’ve worked on the assignment. It indicates the investment you put into preparing the foundation for your eventual working and final drafts. I will need to see not just your writing product but your writing process throughout the semester.

All revised drafts and final drafts of writing assignments must be typed, double-spaced, and in proper manuscript format, as well as stapled, labeled, titled.
*Important! You are responsible for being prepared for class. Absence from a prior class is not an excuse. If you miss a class, find out what your assignment is from a classmate. Again, absence is not an excuse for missed reading or written assignment.

All digital devices must be turned off during class.

Good words and best wishes to you all!