

English 3308: Writing Textual Analysis Spring 2023 (Sec 060)

Instructor: Dr. Matthew Kelly

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Instructor's Office: 233 College of Arts and Sciences (CAS)

Instructor's Office Hours: appointment via Zoom

Course Description

This course requires intensive practice in writing about literary, critical, and argumentative texts with an emphasis on close reading and analysis. The course emphasizes the process of writing critical essays. Required of English majors/minors and recommended for others who wish to develop advanced reading and writing skills.

Course Delivery

This class will be held entirely online, and there will not be any real-time Zoom meetings. However, there will be many peer review exercises over the course of the semester. This means that you are not only responsible for submitting your own assignments on time, you also need to ensure you are communicating with classmates whenever a peer review exercise is due.

Every Monday morning, I will post weekly announcements on Canvas. These announcements will offer a step-by-step explanation of the video lectures you should watch and deadlines for upcoming assignments. **It is your responsibility to check these announcements every Monday.**

Please note: you are only responsible for the readings and exercises outlined in the weekly announcements. If there are additional lecture videos and assignment prompts on Canvas that were not discussed in the weekly announcements, then there is no need for you to watch or complete these activities. If you have any questions about what you should be working on during a given week, please check the weekly announcements before contacting me via email (mkelly@uttyler.edu).

Attendance and Late Assignments

The UTT “Procedures for Fall 2020: Return to Normal Operations” states that “students, faculty, and staff will stay home or self-isolate when they are sick, have been exposed to COVID-19 or must care for someone who is sick” (p. 6). And, “leave and excused absence policies will be flexible, not punitive, for taking time off and will allow sick students and employees to stay home and away from others” (p. 6; <https://www.uttyler.edu/reboot/>).

Given these procedures, students will not incur point reductions for missing class or turning in late work if they have a valid medical excuse. In all other situations, students should contact the instructor ahead of time (or as soon as possible) to discuss opportunities for being granted an extension for late work. Therefore, if students are hindered from turning work in on time, it is

there responsibility to notify the instructor in order to establish a plan for advancing in the course.

Learning Outcomes

By the end of the course, students should be able to:

1. Write in-depth papers using a variety of analytical approaches
2. Read closely a variety of texts, including literature and non-literature
3. Use textual and other evidence to support a strong thesis-driven argument
4. Evaluate reading and writing habits to improve those habits

Textbook

All course readings will be posted to Canvas.

Grade Computation	Percentage of Final Grade
Thesis Statement and Introductions	30%
Analyzing Evidence and Crafting Transitions	30%
Short Writing Assignments	30%
Final Course Reflection	10%

Grading for writing projects will be based on content, organization, document design, and mechanics.

Grading

To compute the final course grade, the following point totals are assigned to the standard letter grades of A through F:

- A = 90-100 points
- B = 80-89 points
- C = 70-79 points
- D = 60-69 points
- F = 59 points and below

Failure to turn in a final draft of any paper will result in an F for the class without exception.

Class Readings

All class readings will be posted as PDFs or website links on Canvas.

Additional Course Information

Paper Format

All assignments will be left justified and double spaced.

All assignments will be in Times New Roman, 12 pt. font, 1" margins all around.

All assignments should have a centered title and page numbers in the upper left corner.

In the upper left corner of all assignments, place this heading:

[Your name]
English 3308
Prof. Kelly
[Assignment name]
[Date]

Email Policy

Email is the easiest way to contact me. However, etiquette and courtesy in correspondence is important; that is, be rhetorical and think about your audience. Because email is quick and easy, people often do not take the time to formulate emails that will effectively communicate what is desired. When emailing me, please include a subject/title for your email, an opening address (Dear Dr. Kelly...), and a closing signature.

I will check my email regularly Mondays-Fridays from 9am-5pm. You can expect a response from me 48 hours after I have read your message (not 48 hours after you sent your message). For example, if you email me at 7pm on Friday, you should expect me to read your message on Monday morning. Consequently, you should expect a response 48 hours after I have read it (i.e., by Wednesday morning).

Lastly, I expect everyone to check their email at the same frequency. Put simply, you need to check your email regularly Mondays-Fridays from 9am-5pm. If you anticipate inconsistent email access being an issue, please speak with me.

Assignment Submission

All assignments will be submitted via Canvas. Emailed assignments will not be accepted.

Scholastic Dishonesty

Please see UT Tyler's policy on scholastic dishonesty:

<http://www.uttyler.edu/judicialaffairs/scholasticdishonesty.php>

This class has a Zero Tolerance Policy for Scholastic Dishonesty. Any deliberate act of scholastic dishonesty will result in immediate failure of the entire course.

UT Tyler Honor Code

Every member of the UT Tyler community joins together to embrace: Honor and integrity that will not allow me to lie, cheat, or steal, nor to accept the actions of those who do.

Students Rights and Responsibilities

To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this link: <http://www.uttyler.edu/wellness/rightsresponsibilities.php>

Campus Carry

We respect the right and privacy of students 21 and over who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at <http://www.uttyler.edu/about/campus-carry/index.php>

UT Tyler a Tobacco-Free University

All forms of tobacco will not be permitted on the UT Tyler main campus, branch campuses, and any property owned by UT Tyler. This applies to all members of the University community, including students, faculty, staff, University affiliates, contractors, and visitors.

Forms of tobacco not permitted include cigarettes, cigars, pipes, water pipes (hookah), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco, and all other tobacco products.

There are several cessation programs available to students looking to quit smoking, including counseling, quitlines, and group support. For more information on cessation programs please visit www.uttyler.edu/tobacco-free

Grade Replacement/Forgiveness and Census Date Policies

Students repeating a course for grade forgiveness (grade replacement) must file a Grade Replacement Contract with the Enrollment Services Center (ADM 230) on or before the Census Date of the semester (Sept 4th) in which the course will be repeated. Grade Replacement Contracts are available in the Enrollment Services Center or at <http://www.uttyler.edu/registrar>. Each semester's Census Date can be found on the Contract itself, on the Academic Calendar, or in the information pamphlets published each semester by the Office of the Registrar.

Failure to file a Grade Replacement Contract will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates are eligible to exercise grade replacement for only three course repeats during their career at UT Tyler; graduates are eligible for two grade replacements. Full policy details are printed on each Grade Replacement Contract.

The Census Date is the deadline for many forms and enrollment actions of which students need to be aware. These include:

- Submitting Grade Replacement Contracts, Transient Forms, requests to withhold directory information, approvals for taking courses as Audit, Pass/Fail or Credit/No Credit.
- Receiving 100% refunds for partial withdrawals. (There is no refund for these after the Census Date)
- Schedule adjustments (section changes, adding a new class, dropping without a "W" grade)
- Being reinstated or re-enrolled in classes after being dropped for non-payment
- Completing the process for tuition exemptions or waivers through Financial Aid

State-Mandated Course Drop Policy

Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the census date (See Academic Calendar for the specific date).

Exceptions to the 6-drop rule may be found in the catalog. Petitions for exemptions must be submitted to the Enrollment Services Center and must be accompanied by documentation of the extenuating circumstance. Please contact the Enrollment Services Center if you have any questions.

Disability/Accessibility Services

In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA) the University of Texas at Tyler offers accommodations to students with learning, physical and/or psychological disabilities. If you have a disability, including a non-visible diagnosis such as a learning disorder, chronic illness, TBI, PTSD, ADHD, or you have a history of modifications or accommodations in a previous educational environment, you are encouraged to visit

<https://hood.accessiblelearning.com/UTTyler> (Links to an external site.)Links to an external site. and fill out the New Student application. The Student Accessibility and Resources (SAR) office will contact you when your application has been submitted and an appointment with Cynthia Lowery, Assistant Director of Student Services/ADA Coordinator. For more information, including filling out an application for services, please visit the SAR webpage at <http://www.uttyler.edu/disabilityservices> (Links to an external site.)Links to an external site. , the SAR office located in the University Center, # 3150 or call 903.566.7079.

Student Absence due to Religious Observance

Students who anticipate being absent from class due to a religious observance are requested to inform the instructor of such absences by the second class meeting of the semester.

Student Absence for University-Sponsored Events and Activities

If you intend to be absent for a university-sponsored event or activity, you (or the event sponsor) must notify the instructor at least two weeks prior to the date of the planned absence. At that time the instructor will set a date and time when make-up assignments will be completed.

Social Security and FERPA Statement

It is the policy of The University of Texas at Tyler to protect the confidential nature of social security numbers. The University has changed its computer programming so that all students have an identification number. The electronic transmission of grades (e.g., via e-mail) risks violation of the Family Educational Rights and Privacy Act; grades will not be transmitted electronically.

Emergency Exits and Evacuation

Everyone is required to exit the building when a fire alarm goes off. Follow your instructor's directions regarding the appropriate exit. If you require assistance during an evacuation, inform

your instructor in the first week of class. Do not re-enter the building unless given permission by University Police, Fire department, or Fire Prevention Services.

Student Standards of Academic Conduct

Disciplinary proceedings may be initiated against any student who engages in scholastic dishonesty, including, but not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

i. “Cheating” includes, but is not limited to:

- copying from another student’s test paper;
- using, during a test, materials not authorized by the person giving the test; failure to comply with instructions given by the person administering the test;
- possession during a test of materials which are not authorized by the person giving the test, such as class notes or specifically designed “crib notes”. The presence of textbooks constitutes a violation if they have been specifically prohibited by the person administering the test;
- using, buying, stealing, transporting, or soliciting in whole or part the contents of an unadministered test, test key, homework solution, or computer program;
- collaborating with or seeking aid from another student during a test or other assignment without authority;
- discussing the contents of an examination with another student who will take the examination;
- divulging the contents of an examination, for the purpose of preserving questions for use by another, when the instructor has designated that the examination is not to be removed from the examination room or not to be returned or to be kept by the student;
- substituting for another person, or permitting another person to substitute for oneself to take a course, a test, or any course-related assignment;
- paying or offering money or other valuable thing to, or coercing another person to obtain an unadministered test, test key, homework solution, or computer program or information about an unadministered test, test key, home solution or computer program;
- falsifying research data, laboratory reports, and/or other academic work offered for credit;
- taking, keeping, misplacing, or damaging the property of The University of Texas at Tyler, or of another, if the student knows or reasonably should know that an unfair academic advantage would be gained by such conduct; and
- misrepresenting facts, including providing false grades or resumes, for the purpose of obtaining an academic or financial benefit or injuring another student academically or financially.

ii. “Plagiarism” includes, but is not limited to, the appropriation, buying, receiving as a gift, or obtaining by any means another’s work and the submission of it as one’s own academic work offered for credit.

iii. “Collusion” includes, but is not limited to, the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any section of the rules on scholastic dishonesty.

All written work that is submitted will be subject to review by plagiarism software.

UT Tyler Resources for Students

UT Tyler Writing Center (903.565.5995), writingcenter@uttyler.edu

UT Tyler Tutoring Center (903.565.5964), tutoring@uttyler.edu

The Mathematics Learning Center, RBN 4021, this is the open access computer lab for math students, with tutors on duty to assist students who are enrolled in early-career courses.

UT Tyler Counseling Center (903.566.7254)

Class Schedule for First Half of Semester
(please note this schedule is TENTATIVE and subject to change)

The following schedule is a general outline for the first half of the semester. However, **please check your Canvas calendar** in order to stay up-to-date with assignment due dates. Whenever I create a new assignment, I will post a submission dropbox on Canvas with a deadline; this deadline will appear in your own Canvas calendar.

Week	Topic	Assignments Due
1	- Introduction to Course - Writing as a Process - Discussing Previous Writing Experiences	- Previous Writing Advice
2	- Thesis Statements - Turning a Question in to a Claim	- Taking Interest in a Text worksheet - Crafting a Question worksheet
3	- Peer Review Workshop for Thesis Statements	- Thesis Statement and Rationale
4	- Writing Introductions: Starting Specific	- Starting Specific worksheet
5	- Writing Introductions: Beginning Broadly - Gathering Outside Research	- Library Research worksheet
6	- Peer Review Workshop for Intros	- Thesis Statement and Intro rough drafts
7	- Reflecting on Writing Goals	- Thesis Statement and Intro final drafts