

University of North Texas at Dallas

Fall 2024

SYLLABUS

Course Abbreviation/Number/Title/Semester Hours ENGL 4160: Advanced Composition 3 HRS		
Department of Languages and Communication		School of Liberal Arts and Sciences
Instructor Name:	Sarah Cho	
Office Location:	Founders Hall, Room 209	
Office Phone:	N/A	
Email Address:	sarah.cho@untdallas.edu	
Office Hours:	Virtual Office Hours or by appt. (via Zoom)	
Course Format/Structure:	Lecture	
Classroom Location:	Dallas 1, Room 248	
Class Meeting Days & Times:	Tues & Thurs 11:30 a.m. – 12:30 p.m.	
Course Catalog Description:	This course will focus on advance composition writing with a primary emphasis on academic writing.	
Prerequisites:	None	
Co-requisites:	None	
Required Text:	Assigned Readings (available through Canvas or syllabus hyperlink), and all course content will be provided in Canvas; small fees may be associated with setting up websites or other online accounts	
Recommended Text and References:	<i>The Purdue Online Writing Lab (OWL)</i>	
Access to Learning Resources:	<p>UNT Dallas Learning Commons web: https://www.untdallas.edu/learning/</p> <p>UNT Dallas Smarthinking web: https://www.untdallas.edu/learning/smarthinking/</p> <p>UNT Dallas Library: phone: (972) 780-1616 web: http://www.untdallas.edu/library email: library@untdallas.edu</p> <p>UNT Dallas Bookstore: phone: (972) 780-3652 web: http://www.untdallas.edu/bookstore e-mail: untdallas@bkstr.com</p>	
<p>Supported Browsers Chrome Firefox Flash 28, 29 (for audio/video) Internet Explorer 11 Safari 10, 11</p> <p>Supported Devices: iPhone Android Chromebook (Tablet users can use the Canvas app)</p>	<p>Getting Help with Canvas:</p> <p>Canvas 24 /7 Phone Support for Students: 1-833-668-8634</p> <p>Canvas Help Resources: web: https://community.canvaslms.com/docs/DOC-10701</p> <p>For additional assistance, contact Student Assistance (Distance Learning): Founders Hall, Rm 124 phone: (972) 338-5580 email: distancelearning@untdallas.edu</p> <p><i>If you are working with Canvas 24/7 Support to resolve a technical issue,</i></p>	

	<p><i>make sure to keep me updated on the troubleshooting progress.</i></p> <p>If you have a course-related issue (course content, assignment troubles, quiz difficulties) please contact me during office hours or by email.</p>	

Course Goals or Overview: The goals of this course are as follows -

ENGL 4900: Advanced Composition focuses on advanced academic writing with an emphasis on the Five Elements of Academic writing: Format, Content, Organization, Research, and Grammar. Students will be tasked with writing multiple short and long essays with the course culminating in the writing of a research paper. Students will develop practical writing skills while also developing rhetorical strategies and developing a more complex view of writing, language, and communication.

Learning Objectives/Outcomes:

At the end of this course, students should expect to gain significant experience in the following areas:

Critical Thinking and Rhetorical Strategy	Understanding contexts in which academic writing takes place
	Adapting writing to the demands of an academic audience
	Understanding how well-written academic essays are composed
Communication and Presentation	Formatting academic essays correctly and effectively
	Communicating in written, visual, and web-mediated modes of writing
	Understanding the writing process strategies of experienced writers
Ethics/ Personal Responsibility	Understanding the ethical and legal implications of academic integrity
	Reflecting on and assessing progress in the course and individual assignments
Information Literacy	Understanding and using relevant citation practices in professional fields
	Searching for and evaluating appropriate information for academic writing
Teamwork	Working effectively and productively with peers of different backgrounds

Course Schedule

- Schedule is subject to change by the instructor; any changes to this schedule will be communicated on the Announcements page of the class Canvas site.

Date	Weekly Topics & Readings	Assignments Due
Week 1	<ul style="list-style-type: none"> Introduction to the Course <ul style="list-style-type: none"> Read syllabus And go over "Writing an Academic Blog" Academic Blogging <ul style="list-style-type: none"> Set up blog account at Wordpress.com Notes: "How to write a strong short-answer essay" 	<ul style="list-style-type: none"> Set up blog on Wordpress.com Begin writing Blog 1 (Elevator Pitch)

	<ul style="list-style-type: none"> Notes: “How to post an essay to your Wordpress blog” 	
Week 2	<ul style="list-style-type: none"> Academic Blog Essays <ul style="list-style-type: none"> Blog Topic 1 – Elevator Pitch Blog Topic 2 – Choose your own! Blog Topic 3 – Self-evaluation of “Short Paper” Blog Topic 4 – Choose your own! Blog Topic 5 – Choose your own! 	<ul style="list-style-type: none"> Blog 1 (Elevator Pitch) DUE
Week 3	<ul style="list-style-type: none"> Writing Workshop <ul style="list-style-type: none"> Blog Topic 2 – Choose your own! 	<ul style="list-style-type: none"> Blog 2 DUE
Week 4	<ul style="list-style-type: none"> The Five Elements of Academic Writing <ul style="list-style-type: none"> Notes: “The Five Elements of Academic Writing” Sample Essay with Marginal Notes Developing Plan for First Short Research Paper <ul style="list-style-type: none"> Develop plan for first paper Research your topic Develop main points Create outline Continue researching 	<ul style="list-style-type: none"> Begin researching for first short research paper Develop outline for first short research paper
Week 5	<ul style="list-style-type: none"> Writing Workshop <ul style="list-style-type: none"> “Short Paper” 	
Week 6	<ul style="list-style-type: none"> Write and Finalize First Paper <ul style="list-style-type: none"> Develop, write, and edit first paper Class discussion on papers Editing and reworking of paper 	Turn in final version of “Short Paper”
Week 7	<ul style="list-style-type: none"> Writing Workshop <ul style="list-style-type: none"> Blog Topic 3: Self-evaluation of “Short Paper” 	<ul style="list-style-type: none"> Blog 3 DUE
Week 8	<ul style="list-style-type: none"> Developing Plan for Final Research Paper <ul style="list-style-type: none"> Develop plan for final paper Research your topic 	
Week 9	<ul style="list-style-type: none"> Developing Plan for Final Research Paper <ul style="list-style-type: none"> Develop main points Create outline 	<ul style="list-style-type: none"> Blog 4 DUE
Week 10	<ul style="list-style-type: none"> Developing Plan for Final Research Paper <ul style="list-style-type: none"> Continue researching Begin writing paper 	<ul style="list-style-type: none"> Outline for final paper due
Week 11	<ul style="list-style-type: none"> Writing Workshop <ul style="list-style-type: none"> Final Paper – Introduction & Body 	<ul style="list-style-type: none">
Week 12	TBD	<ul style="list-style-type: none"> Blog 5 DUE
Week 13	<ul style="list-style-type: none"> Writing Workshop <ul style="list-style-type: none"> Final Paper – Conclusion 	

Week 14	<ul style="list-style-type: none"> • Final Paper <ul style="list-style-type: none"> ○ Continue working on final paper ○ Turn in final paper ○ Class discussion about final papers 	
Week 15	<ul style="list-style-type: none"> • Celebration of Research 	Turn in final paper
Week 16	TBD	

Grade Breakdown

Blog Essays	Five academic blog essays on various topics	25%
Short Research Paper	Word count: 2500 (approximately 10 pages double-spaced) APA format	20%
Final Research Paper	Word count: 5000 (approximately 20 pages double-spaced) APA format	35%
Professionalism Grade	Attendance, participation, and general class conduct	10%
Presentation		10%
Total		100%

Course Evaluation Methods

Student performance in this course will be evaluated by the following:

Major Papers – Two research papers will be written in this course. One will be a short research paper while the final paper is a more extensive research paper.

Blog Essays – Students will respond to various readings and prompts in short-answer essays that will be posted on their personal blog sites.

Professionalism – Students are responsible for being professional students and academics. This includes attendance, class participation, and general conduct whether in a face-to-face or online setting.

Grade Determination:

A = 90% or greater

B = 80 – 89 %

C = 70 – 79 %

D = 60 – 69 %

F = Less than 60%

NOTE: Scores will NOT be rounded up. If your total is 799, you will still receive a C for the class. Please keep track of your point totals on the grade center in Blackboard. You can click on the section “My Grades” to see what your grades are. If it looks like you are only a point or two away from a higher letter grade, please talk to me about extra credit work or opportunities to raise your grade **BEFORE** the last week of the semester. I do not like to see effort go unrewarded and will be happy to work with anyone who is truly driven to succeed in this class.

A = Exceptional work.

Has gone through multiple revisions & editing.

Contains no spelling, grammar, or sentence structure mistakes.

Includes absolutely no instances of cheating or plagiarizing (be it accidental or purposeful).

B = Good work (Above average, but not exceptional).

Has gone through multiple revisions & editing.

Contains minimal spelling, grammar, &/or sentence structure mistakes.

Includes absolutely no instances of cheating or plagiarizing (be it accidental or purposeful).

C = Average work (The student did exactly what was asked of them, no more & no less, neither above or below what was required).

Has gone through minimal revisions &/or editing.

Contains some spelling, grammar, &/or sentence structure mistakes.

Includes absolutely no instances of cheating or plagiarizing (be it accidental or purposeful).

D = Below average work.

Has clearly not gone through a revision or editing process.

Contains multiple spelling, grammar, &/or sentence structure mistakes.

Includes absolutely no instances of blatant/purposeful cheating or plagiarizing, or obvious accidental cheating or plagiarizing

F = Failing work.

The work was not turned in, the work did not follow instructions, or the student was caught cheating &/or plagiarizing (be it accidental or purposeful).

PLEASE REFER TO THIS GRADING SCALE THROUGHOUT THE SEMESTER. THIS IS HOW YOUR GRADES WILL DETERMINED. “A” work is exceptional; “B” work is pretty good, “C” work is average; “D” work is below average; “F” work is failing. It’s that simple.

Course Evaluation Methods

This course will utilize the following instruments to determine student grades and proficiency of the learning outcomes for the course.

Writing Projects: To understand and practice the skills and strategies of effective writing, students will complete four major writing projects that adhere to grammatical and stylistic standards of academic American English. Each project will need to adhere to stylistic, topic, and length requirements designated for each assignment. Essays will be graded according to students' ability to follow specific assignment guidelines.

Journal Posts/Response Papers/Other Low-Stakes Writing: Students will compose a number of low-stakes writing assignments to reflect upon and understand their work in the class, course concepts, and readings.

Quizzes: Students may be quizzed over course concepts and/or readings.

Learning Commons Visit: Students will visit with a tutor in the Learning Commons to review major essays before submission.

Peer Reviews: Students will peer review each other's work to better communicate their writing to audiences.

Presentations: Students will make a formal presentation over one Writing Project for the semester.

Mid-Term/Final Exams: Students will compose a short essay to demonstrate understanding of academic writing concepts covered in units over the course of the semester.

Class Participation: Participation includes posting/responding to discussion forums, completing activities, etc. Participation is scored within individual assignments with an explanation of participation requirements found within assignment descriptions.

Course and University Policies and Procedures

Late Work

No late work is accepted in the course. If you feel you are falling behind in the course or struggling to meet deadlines, please come speak to me **before** assignments are due.

Attendance

Attendance in class is required. In each 15-week semester, students may have up to four (4) unexcused absences. After these four unexcused absences, a student's final grade may be reduced at the discretion of the instructor. After six (6) unexcused absences, the student may fail the class due to an absence failure.

In each 8-week semester, students may have up to two (2) unexcused absences. After these four unexcused absences, a student's final grade may be reduced at the discretion of the instructor. After four (4) unexcused absences, the student may fail the class due to an absence failure.

Absences may be considered excused only if 1) students have made pre-arranged plans with the instructor for events and circumstances that are appropriate for missing class or 2) the student has documentation (timestamped picture, official note, dated materials) of extenuating circumstances.

Writing Center Bonus Points

Good writers do not write in a vacuum; rather, they seek feedback and assistance from many people and groups. One of the best resources to use on campus is the Writing Center, where a trained writing consultant can help students review and revise their papers, no matter what stage they are at.

Students who voluntarily visit the Writing Center beyond any instructor or course requirements will receive a bonus equivalent to 1% of their total final grade and may receive a maximum of 5% of their total grade in bonus through these voluntary visits.

Revision Policy

For each major project in the course, students have the option to revise and resubmit the project one more time after the instructor has given feedback and a grade on it. Revisions that substantially improve the project will earn new grades, and those grades will replace the older score.

To qualify, revisions must change the paper in significant and substantial ways; revisions that only correct mechanical errors will not be eligible for new grades.

Contacting the Instructor: Send emails with clear subjects and appropriate signatures for identification purposes. I will only respond to emails sent *through Canvas*. I respond to all emails within two business days. If I receive an email on a weekend or holiday, I will respond to it by the second business day after the weekend or holiday.

Basic Course Information

Minimum Technology Requirement: Students must have access to high speed Internet, MS Word or an equivalent program that can save files as a .docx or pdf.

Minimum Student Skills: Students must be proficient with using word processing software and uploading and downloading files. Students must be able to use Canvas.

Netiquette Expectations: Appropriate behavior (in the classroom and online) is expected in order to create a supportive and comfortable experience. Students are expected to be courteous and to respect the rights of other class members and the professor. Any behavior that is not acceptable (e.g., trolling, flaming, or any other aggressive or counterproductive behavior) may be reported to the Dean of Students.

Students with Disabilities (ADA Compliance)

The University of North Texas at Dallas makes reasonable academic accommodation for students with disabilities. Students seeking accommodations must first register with the Disability Services Office (DSO) to verify their eligibility. If a disability is verified, the DSO will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time, however, DSO notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet/communicate with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information see the Disability Services Office website at <http://www.untDallas.edu/disability>. You may also contact them by phone at 972-338-1777; by email at UNTDdisability@untDallas.edu or at Founders Hall, room 204. (UNTD Policy 7.004)

Course Evaluation Policy

Student's evaluations of teaching effectiveness is a requirement for all organized classes at UNT Dallas. This short survey will be made available to you at the end of the semester, providing you a chance to comment on how this class is taught. I am very interested in the feedback I get from students, as I work to continually improve my teaching. I consider students' evaluations to be an important part of your participation in this class.

Academic Integrity

Academic integrity is a hallmark of higher education. You are expected to abide by the University's code of Academic Integrity policy. Any person suspected of academic dishonesty (i.e., cheating or plagiarism) will be handled in accordance with the University's policies and procedures. Refer to the Student Code of Academic Integrity (Policy 7.002) at

[http://www.untDallas.edu/sites/default/files/page_level2/pdf/policy/7.002%20Code%20of%20Academic Integrity.pdf](http://www.untDallas.edu/sites/default/files/page_level2/pdf/policy/7.002%20Code%20of%20Academic%20Integrity.pdf) Refer to the Student Code of Student Rights, Responsibilities and Conduct at

http://www.untDallas.edu/sites/default/files/page_level2/hds0041/pdf/7_001_student_code_of_conduct_may_2014.pdf Academic dishonesty includes, but is not limited to, cheating, plagiarizing, fabrication of information or citations, facilitating acts of dishonesty by others, having unauthorized possession of examinations, submitting work of another person or work previously used without informing the instructor, or tampering with the academic work of other students. In addition, all academic work turned in for this class, including exams, papers and written assignments must include the following statement: *"On my honor, I have not given, nor received, nor witnessed any unauthorized assistance that violates the UNTD Academic Integrity Policy."*

Bad Weather Policy

Campus facilities will close and operations will be suspended when adverse weather and/or safety hazards exist on the UNTD campus or if travel to the campus is deemed dangerous as the result of ice, sleet or snow. In the event of a campus closure, the Marketing and Communication Department will report closure information to all appropriate major media by 7 a.m. That department will also update the UNTD website, Facebook and Twitter with closing information as soon as it is possible. For more information please refer to

<http://www.untDallas.edu/police/resources/notifications>

COVID-19 Policy

UNT Dallas will keep safety measures in place, including:

- Plexiglas in specific areas
- Maintaining classrooms and residence hall at lowered capacity
- Hand sanitizer in every building and frequent cleaning of high-touch areas
- Touchless food services and touchless devices in bathrooms
- Increased air flow and air filtrations systems
- Social distancing

For up-to-date information about COVID-19, you can access the following website:

<https://www.untDallas.edu/covid-19/index.php>

Diversity/Tolerance Policy

Students are encouraged to contribute their perspectives and insights to class discussions. However, offensive and inappropriate language (swearing) and remarks offensive to others of particular nationalities, ethnic groups, sexual preferences, religious groups, genders, or other ascribed statuses will not be tolerated. Disruptions which violate the Code of Student Conduct will be referred to the Dean of Students as the instructor deems appropriate. (UNTD Policy 7.001)

Title IX—Sexual Violence Education

UNTD is committed to providing a safe learning environment free of all forms of sexual misconduct, including sexual harassment sexual assault, domestic violence, dating violence, and stalking. Federal laws (Title IX and the Violence Against Women Act) and UNTD policies prohibit discrimination on the basis of sex and therefore prohibit sexual misconduct. As students, if you or someone you know is experiencing sexual harassment, relationship violence, stalking, or sexual assault, there are campus resources available to provide support and assistance. Alleged sexual misconduct can be non-confidentially reported to the Title IX Coordinator. Additionally, please be aware that under Title IX of the Education Amendments of 1972, all employees are required to disclose information about such misconduct to the Title IX Office.

Title IX—Pregnant and Parenting Students

Title IX is a federal law which requires schools that receive federal funds to provide reasonable accommodations to students who are pregnant or have pregnancy related conditions. This includes pregnancy, pre-natal doctor appointments, childbirth, false pregnancy, miscarriage, termination of pregnancy, or recovery from any of these conditions.

The New Campus Carry Law UNTD: UNTD is committed to providing a safe environment for students, faculty, staff, and visitors. UNTD respects the right of properly licensed individuals to carry concealed handguns where permitted by law. It is the policy of UNTD that individuals who are licensed to carry concealed handguns may do so on campus premises except in locations and at activities prohibited by law or by this policy. This policy establishes GUN FREE ZONES, pursuant to state and federal law.

Under the new Campus Carry law, effective August 1, 2016, UNTD has established reasonable rules, regulations or other provisions regarding the carrying of concealed handguns by license holders on its campuses. Under the law, UNTD may not create provisions that generally prohibit license holders from carrying concealed handguns on UNTD campuses.

Any individual who holds a current and valid Texas License to Carry (LTC) may carry a concealed handgun where permitted on university property. If a License to Carry (LTC) holder is in compliance with the law, you should be unaware that the individual has a gun. The law prohibits licensed holders from carrying a handgun that is partially or wholly visible, or displaying the handgun intentionally and knowingly in plain view of another person. **Campus Carry is concealed carry only. Open Carry is not permitted** on university property. Violators of the Campus Carry law will be subject to gun confiscation, legal action and possible revocation of their LTC by state authorities. Those who hold a LTC are expected to maintain a high level of responsibility for the care and control of their **concealed handgun** at all times. Any violation — even accidental — will have consequences and will be dealt with on a case-by-case basis.