

Writing Essentials in Education Course Syllabus



Course Information

Number: EDUC 193

Credits: 2

Prerequisite: N/A

Corequisite: N/A

Course Offered: Fall Quarter, 2016

Class days/times: Friday 9:00 – 10:50 Room: EDUC 114

Personal Information:

Instructor: Kathie Maiers

Office: Evelyn M Stevenson Education Building Room 105

Office Hours: Tuesday (8:00 – 12:00), Thursday (1:00 – 3:00) I encourage you to call and make an appointment.

Telephone: Office 275-4750

E-mail: kathie_maiers@skc.edu

Required Books & Materials

- A. Resources from the Instructor
- B. 80 Sheet 11x 8.5 College Ruled Note Book for Creative Journal
- C. Three Ring Binder
- D. Writing Utensil (Pen/Pencil)

Course Description:

Writing Essentials in Education is a course designed to assess candidate's writing skills and implement strategies for improvement. The content of this course will include the basics of writing, editing, and improving skills based upon individualized assessments.

Course Objectives:

Communication -

The students will effectively utilize the writing process when producing writing pieces.

The students will proofread their own writing as well as their peers and participate in the revising and editing process of writing.

The students will produce effectively written samples of writing.

The students will define and evaluate instances of plagiarism.

Citizenship -

The students will reflect on the importance of effective written and oral communication in society.

The students will interpret readings relevant to their culture and the culture of the school community.

Critical Thinking -

The students will implement critical thinking skills to review ideas and information from a variety of sources.

The students will analyze works of writing and produce their own written responses through paraphrasing.

The students will critique works and interpret the use of plagiarism.

Cultural Relevancy -

The students will interpret and discuss the definition of cultural bias in literature.

Course Requirements:

- A. Attendance and participation in weekly class activities and discussions.
- B. Reflective Written Analysis (RWA) **Draft** Essay
- C. Reflective Written Analysis (RWA) **Final** Essay
- D. Skill Worksheets
- E. Two Quizzes –Midterm and Final
- F. Reflection Paper on Plagiarism
- G. Practice Portfolio Assignment (Introduction)
- H. Creative Writing Journal-Complete six Journal Entries
- I. Creative Writing Selection from Journal (Self Selected)

Assignments:

Attendance and participation:	80pts
10 points per class	
Reflective Written Analysis (RWA)	120pts
Draft =45 points	
Final = 75 points	
Skill Worksheets = 10 points per set	60pts
Skill Quizzes	100pts
Midterm Quiz = 50 points	
Final Quiz = 50 points	
Reflection Paper on Plagiarism	70pts
Practice Portfolio Assignments:	50pts
Introduction	
Creative Writing Journal	120pts
20 points x 6 weeks	
Self Selected Creative Writing Selection from Journal	<u>50pts</u>
Total Points:	650

Grading:

- a. This is a Pass/Fail Course.
- b. An Incomplete grade ("I") is NOT an option with the exemption of an extreme emergency or the death of a family member. In either case, the instructor must be notified within 48 hours.
- c. The following is a breakdown of how pass/fail grades are earned:

590 – 650 = A = Pass

530 – 589 = B = Pass

470 – 529 = C = Pass

410 – 469 = D = Fail

Below 410 = F = Fail

Credit Hours:

Following the SKC Credit Hour policy, to meet the identified objectives of this 2-credit course delivered over a 10-week term will approximate:

2-hours/week classroom or direct faculty instruction

In addition out-of-class student work will approximate a minimum of 4 hours each week.

Attendance:

Attendance and active participation help you achieve success in your academic career. Poor attendance will result in missed information, missed assignments and tests, and possible failure of the course.

Learning occurs best through participation in class discussions and activities. Most of these discussions and activities are impossible to duplicate outside of the classroom setting.

You will receive 10 points for each class meeting. You will not receive points if you are not in class. Although you will have an opportunity to make up assignments for partial credit, you cannot make up participation points. It's impossible to make up your absence!

Students are expected to be on time for class and to stay until the designated time set for dismissal. If a student must leave early he/she must inform the instructor at the beginning of class. Arriving late for class or leaving before class is dismissed will result in a significant loss of attendance points.

Students must be in class to complete and present assignments on the day they are due. Students missing more than eight classroom hours may receive a failing grade and are recommended to withdraw from the class.

*Students with 100% attendance/participation will receive 25 bonus points.

Additionally, you will not receive participation points if you are an hour or more late to class!

Academic Honor Code:

All course work shall follow the guidelines of the Academic Honor Code as set forth by the SKC Student Handbook. Do your own work; allow other students to do their own work. Plagiarism involves the taking of someone else's words, ideas, or writings and presenting them as your own. Avoid plagiarism, and always acknowledge the ideas of others and cite your sources of information. Violation of the Academic Honor Code may result in failure of the assignment, the course, or possible expulsion from school.

Reasonable Accommodations are provided for eligible students with identified disabilities. The College complies with the Rehabilitation Act of 1973 and the Americans with Disabilities Act. Students may contact the College's Disability Officer, Linda Pete (linda_pete@skc.edu, 406.275.4968) or consult the SKC web page for Students with Disabilities for more information.

The faculty reserves the right to change the course syllabus or course content. Students will be provided advanced notice of changes in writing.

Appropriate Behavior:

As an enrolled student of Salish Kootenai College, you are expected to display professionalism and responsibility in attitude and behavior. Treat yourself and others with courtesy and respect.

Course Transferability:

Transferability of any SKC course to any other academic institution is entirely dependent upon the program requirements of the other institution.

Course Responsibilities:

Knowledge of the course content, class lectures, assignments, and syllabus content are the responsibility of the student regardless of absenteeism. Syllabus content and calendars are tentative; instructors will notify you of any changes.

SKC Student Success:

The Student Success Team is here to help you to be successful in reaching your educational goals. They assist students to problem solve issues that may arise during their time on campus. This includes academic issues such as attendance, housing, financial questions, personal issues, and referrals for counseling, tutoring, and other services. You can contact the SKC Success Team yourself, or your instructor will refer you if you "disappear" from class or they are concerned about your attendance and performance. *James Steele Jr., SKC Student Success Coordinator, 275-4712; Email: james_steelejr@skc.edu.*

Syllabus Statement

Title IX: The U.S. Department of Education’s Office for Civil Rights (OCR), enforces Title IX of the Education Amendments of 1972. Title IX protects people from discrimination based on sex in education programs or activities that receive Federal financial assistance. Title IX states that:

No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.

All employees at SKC are considered “**Responsible Employees**” which requires them to report incidents of gender-based discrimination (sexual violence, sexual harassment, rape, sexual assault, domestic violence, and/or stalking). In accordance with Title IX laws, students must be made aware of the following: If any employee of SKC, including instructors, learns of any potential gender-based discrimination, they are required to notify the Title IX Coordinator, **Rachel Andrews-Gould** (275-4985, located in BigKnife Building), immediately. Once an incident is reported to Title IX, the student will be contacted by the Title IX Coordinator for follow up. Students can also report directly to the Title IX coordinator in regards to any gender-based discrimination.

If any student wants to speak with someone confidentially, the following resources are available:

Center for Prevention and Wellness Agnes Kenmille Building Building #51 406.275.4913 or 406.275.4744	SAFE Harbor Advocacy Services 24-Hour Advocacy 406.676.0800
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Speaking with a confidential resource does not preclude students from making a formal report to the Title IX Coordinator if and when they are ready. In the confidential setting, students will be made aware of available resources and reporting options. An advocate is available for all students upon request through the Center for Prevention and Wellness.

Writing Essentials in Education Dynamic Course Outline

Week One- Sept. 30:

Course/Class Introductions

Review Course Syllabus and Outline

The Writing Process

Handout -Perceptions of yourself as a writer: Strengths/Weaknesses

In Class Assignment: Writing Assessment –

“My Strengths and Weaknesses as a Writer”

Week Two- Oct. 7: (HPED 125)

Instructor will notify students by SKC email regarding results of Writing Assessment

Week Three- Oct. 14:

“Writing Warm-up”

Writing Expectations for Portfolio

- Introduction
- Resume
- Reflective Written Analysis (RWA)
- Artifacts

Portfolio/Artifacts/Ed. Dept. Rubrics/TEP – brief introduction

InTasc Principles

Reflective Written Analysis Introduction

Creative Journal Overview

Grammar & Spelling

APA Basics

College Writing Resources

Homework:

- **RWA Draft- This assignment is due week 6**
- Creative Journal Entry
- Skill Worksheets (2 sets)

Week Four- Oct. 21:

“Writing Warm-up”

Why is writing important?

College Writing Video

Proofreading

Editing

Punctuation-It makes a difference!

Word Choice

Comma Splice Video

Common Errors

Transitions

Homework:

- Creative Journal Entry
- Skill Worksheets

Week Five- Oct. 28: (HPED 125)

“Writing Warm-up”

Quiz 1 – Take home, open note and handouts

Homework:

- Creative Journal Entry
- Skill Worksheet

Week Six- Nov. 4:

***RWA Draft Due**

“Writing Warm-up”

Sentence Structure –Video: 5 Tips to improve writing

Paragraph Sentence Structure, Video: Paragraph, Fanboys Rule

Homework:

- Creative Journal Entry
- Skill Worksheets
- Revise RWA for final draft –due week 8

Week Seven- Nov. 11: No Class. Veterans Day Holiday

Week Eight- Nov. 18:

***RWA Due**

“Writing Warm-up”

Plagiarism: Videos

Reflection Paper Guidelines

Introduction paper for the Portfolio Practice Assignment

“Why I Want To Be a Teacher”

Homework:

- Creative Journal Entry
- Skill Worksheet
- Introduction Paper- due week 10
- Reflection paper on plagiarism – due week 10

Week Nine- Nov. 25: No Class. Thanksgiving Holiday



Week Ten- Dec. 2:

*** Introduction paper due**

*** Reflection Paper on Plagiarism Due**

"Writing Warm-up"

Quiz 2 - open note and handouts

SKC's 4 C's

College Assessment Essay

Homework:

- Creative Journal Entry

Week Eleven- Dec. 9:

***Creative Journal Due**

***Creative Writing Selection Due**

How do you feel about your writing skills now?

**Assignments are due at the beginning of class.
Late assignments will not receive full credit.**

Course outline subject to change according to student assessments



Writing Essentials in Education Assignment Descriptions

Reflective Written Analysis (RWA):

This assignment is a **two-part process**. You will first create a draft RWA that is due week six (6). You will edit and revise your draft RWA and submit the final RWA week eight (8).

Use the following guidelines when writing your RWA:

Include the InTASC Principle/Standard at the top of a **1-page essay**.

- (1) Explain how the principle is important in your teaching;
- (2) Describe ways you have implemented the principle in your lessons and/or what you plan to do when you teach;
- (3) Conclusion should reinforce your belief in the principle and make a reference to the artifacts/evidence in that section of the portfolio

Skill Worksheets:

You will have **6** sets of basic writing skill worksheets handed out in class for you to practice/review your grammar, spelling, punctuation, and understanding of plagiarism.

Reflection Paper on Plagiarism: Due Week 10

You will write a **2-page essay** on what plagiarism is and how you plan to avoid it in the future. Papers must be typed, aligned left and double-spaced.

Practice Portfolio Assignment:

You will have **one** assignment:

- (1) Introduction – **write a one-page introduction paper** on why you want to become a teacher. Submit a one page, double spaced typed paper for a grade.

Creative Writing Journal:

You will receive prompts for six journal entries. Journal entries can be hand written or typed. These assignments are designed to inspire you to write creatively and freely. Have fun and let your creative style show.

Creative Writing Selection from Journal:

You will select **one** Creative Journal entry from your journal that you feel is the best example of your creative writing skills. This paper is required to be a double-spaced typed paper.