

Eng 401/G Tentative Course Calendar

WHEN?	WHERE?	WHAT?
WEEK 1 Tuesday 9-01	Getting started	<ul style="list-style-type: none"> ✚ Check out posted information under Blackboard Start Here navigation button, the first button on the left. Follow the instructions. ✚ Buy required books in WKU's bookstore and/or online. Learn how to use Blackboard 7 (BB) by watching the Student Video Tutorials and by getting help from your computer guru friends or the Helpdesk. ✚ Check out relevant information on your instructor's homepage about online courses. ✚ Make arrangements to communicate via audio and video, e.g. buy headset and webcam before next week.
	View/Listen	“ Welcome ” and “ Orientation ” Tegrity files.
Wednesday 9-02	Complete when available under Assignments	<ul style="list-style-type: none"> ✚ Create your Blackboard Homepage. Instructions under Assignments. Resize your photo to a small size and make it fit the page. Call the Helpdesk at 7000 if you encounter technical difficulties. ✚ As soon as groups have been established, find out who your group members are by checking the Group Folders (forums) on the DB, in addition to the group blogs and wikis. Pick up contact with your workshop group members via email (using BB's email function). Exchange phone numbers and times available to work together--in person or virtually--on the course. Meeting your group members in person is strongly recommended and will be rewarded with extra credit! Groups are subject to change based on student preferences and/or withdrawals. ✚ Learn about and download free ooVoo, Skype and/or Yahoo! Messenger for videoconferencing. Groups decide which (one) application to use throughout the course. Try audio/video chat with your group members this week. ✚ Post questions about any aspect of the course to the QUESTIONS and COMMENTS forum under the Discussion Board and provide answers to your peers' questions if you know the requested information. If BB is down, use our class wiki to communicate with peers and instructor. If you help other students with info, it will count toward your extra credit.
Friday 9--04	Complete under Assignments	✚ Student Information Survey posted under Assignments on BB. This is for me to learn more about you. It is not for a grade, but you have to fill it out.
WEEK 2 Sunday 9-06	Read	<ul style="list-style-type: none"> ✚ <i>4G</i>: Preface p. xv; Introduction p. xxiii; ✚ Gutkind: “Why I Chose the Creative Nonfiction Way of Life” available at http://www.msupress.msu.edu/journals/fg/gutkind.html ✚ Check out peers' homepages on BB, learn their names, send them a nice email about their site, and get

		to know them. Instructor is not monitoring this activity. Call the Helpdesk at 7000 if you encounter technical difficulties.
	View/Listen/Read	<ul style="list-style-type: none"> ✚ “How to write reading responses? How to discuss reading materials with group members?” View/Listen/Read before you post your assignment in the group folder. To read, go to Course Documents, Reading Response Guidelines and Sample Reading Responses. Establish rotation guidelines for reading response postings with group members. ✚ Check out Paper 1 assignment description under Assignments.
	Post on Group Blog	Blogs are new to BB. I have already watched the IT Department’s Video Tutorials on blogs, and you should, too. Write reading-responses to 4G and Gutkind. Discuss material with group members.
	Post in DB Personal Folder	Your personal folder is the forum on DB with your name. Write about your previous experience with creative nonfiction.
Tuesday 9-08	Important Deadline	By this day, you have to confirm that you are participating in the course by completing assignments and making postings as instructed by midnight. If you are delayed for health reasons or family emergencies, you need to let me know via email that you intend to complete the course. If you are a “no show”, you will be dropped from the course.
Wednesday 9-09	Read	Group members decide together which of the following pieces to read. 3 or more Brevity pieces of your choice available at Brevity http://www.creativenonfiction.org/brevity/brevity.html AND/OR 3 or more pieces in Judith Kitchen’s <i>In Brief</i> or <i>In Short</i> . Excerpts available at amazon.com or Norton http://www.wwnorton.com/catalog/spring99/kitchen1.htm
	Group Blog	Discuss one-pagers (i.e. Brevity or Kitchen pieces) with group members and decide whether or not these are good models for Paper 1.
	View/Listen	Before writing about yourself as a writer, view old Tegrity video recording: “ What kind of writer are you? ”
	Personal Folder	<ul style="list-style-type: none"> ✚ Your strengths and weaknesses as a writer; Biggest writing achievements; How do you view yourself as a writer and how do others (teachers, colleagues, friends, etc.) view you? ✚ Writing exercise: Take a theme from the one-pagers you have read so far and rewrite it based on your personal experience (i.e. an argument with a family member at the breakfast table). You can’t go wrong. Just create a scene.
WEEK 3 Sunday 9-13	Read	<ul style="list-style-type: none"> ✚ Former 401/G students’ one-pagers for Paper 1 under Assignments→Paper 1→Sample paper by former 401/G students. Groups decide which pieces to read. ✚ Read and comment on two group members’ writing exercises in their Personal Folders.
	Group Blog	Reading-response to former 401/G students’ papers. Discuss whether or not these are good models for Paper 1. Based on your list of good writing criteria, decide how these pieces match criteria (or not). Talk about topic choice, communicative purpose, message, structure and organization, effectiveness of opening and closing, the use of narrative devices, focus, using details, dynamism, voice, audience

		awareness, language and usage.
	Personal Folder	✚ Make a thorough list of criteria of “good” writing. How do you know if a piece is good or not? What did you learn in your other English (literature?) courses about what makes good writing?
	View/Listen/Read	✚ AFTER you have completed your list of good writing criteria, read “Good writing criteria” under Assignments → Writing Assignments → Paper 1 → Planning or Course Documents. ✚ Before writing Paper 1, view old Tegrity video recording: “ Paper 1: Assignment Description ”. Contrary to the information in the video, you need to write four initial first drafts and not three.
Wednesday 9-16	Read	✚ 4G: Bartkevicius : “The Landscape of Nonfiction” p. 317. AND/OR ✚ 4G: Pearson : “The Other Creative Writing” p. 385. AND ✚ 4G: Toth : “Going to the Movies” p. 283. ✚ More one-pagers of your choice to use as models for your first assignment.
	Group Blog	Reading-response to 4G
WEEK 4 Sunday 9-20	Personal Folder	✚ “Rules” of writing. What “rules” did your former English and/or writing teachers and instructors want you to adhere to? Make a substantial list of Do’s and Don’ts (8-10 items each) before reading the posted list. ✚ AFTER you have completed your list of “Rules” of writing, compare your list to the posted one under Assignments → Writing Assignments → Paper 1 → Planning and write an insightful 200+ word reflective paragraph about your discoveries.
	View/Listen/Read	✚ View old Tegrity video recording “ How To Give and Receive Feedback : a practical guide + psychological implications” ✚ Review all posted information on how to give feedback: Assignments → Writing Assignments → Paper 1 → Workshopping Papers → Feedback Guidelines and Sample Feedback ✚ Before critiquing sample freshman student papers (such as “European Vacation” and “Camping in Hell”), learn how to use MS Word’s “Track Changes” or “Comment” function for giving feedback. Information under External Links → Tutorials For Computer Use → Tutorials for MS Word’s “Track Changes” function or google a tutorial. Use either function to give feedback on peers’ papers on Papers 1 and 2 later during the semester. Additionally, be prepared to discuss each group members’ paper as a group via synchronous audio or video chat. This will be part of the feedback during the workshop cycle. Groups decide on details regarding virtual or in-person meeting.
	Read	Sample freshman student papers under Assignments → Writing Assignments → Paper 1 → Workshopping Papers → Feedback Guidelines and Sample Feedback → Sample Freshman Student: “European Vacation” and “Camping in Hell”
	Group Blog	Critique “European Vacation” and “Camping in Hell;” see how they match criteria for good writing. Recommend changes for effectiveness in a “feedback letter” addressed to the author.
	View/Listen	After you have completed your critique on the freshman student papers, view old Tegrity video recording “ European Vacation .”

<p>Wednesday 9-23</p>	<p>Read</p>	<ul style="list-style-type: none"> + Sample freshman student papers under Assignments → Writing Assignments → Paper 1 → Workshopping Papers → Feedback Guidelines and Sample Feedback → Sample Freshman Student: “The Things You Say” and “Merry Christmas” + Brett Lott: “Toward a Definition of Creative Nonfiction” AND + 4G: “Writing Creative Nonfiction” p. 1. (at the beginning of Part 1 in book). + Familiarize yourself with the Narrative Rubric under Assignments > Writing Assignments > Paper 1 > Workshopping Papers > Feedback Guidelines and Sample Feedback > Rubric Used For Narrative Pieces + Familiarize yourself with Best Practices under Assignments > Writing Assignments > Paper 1 > Planning > Best Practices
	<p>Group Blog</p>	<ul style="list-style-type: none"> + Critique “The Things You Say” and “Merry Christmas.” Pretend the authors of these pieces are your group members and write a “feedback letter” to them with extensive, helpful, constructive comments. Use MS Word’s “Track Changes” or “Comment” function to make comments in between the lines. + Reading-response to 4G
<p>WEEK 5 Sunday 9-27</p>	<p>View/Listen/Read</p>	<ul style="list-style-type: none"> + Read all posted information about workshopping papers under Assignments → Writing Assignments → Paper 1 → Workshopping Papers → Workshopping Papers. + View “Workshop Cycle for Paper 1” diagram posted under Course Documents. + View old Tegrity recording: “Workshopping Paper, Guidelines for Papers,”* You can also view this recording by clicking on the Tegrity Campus tab in the upper right-hand corner of your BB page, selecting our class and then the appropriate Tegrity title. Use Internet Explorer to view the recording. Remember that you write four initial first drafts for Paper 1 and not three.
	<p>View/Listen/Read</p>	<p>4G: Sanders: “Cloud Crossing” p. 254.; AND “The Singular First Person” p. 402. AND 4G: Marquart: “Some Things About That Day” p. 177. OR Calderazzo: “Lost on Colfax Avenue” p. 37. (The latter two essays do not have multimedia versions.)</p>
	<p>Group Blog</p>	<p>Reading-response to 4G. Include an additional paragraph in your response explaining why you chose a particular medium (text, audio, or video) to access the assignment.</p>
	<p>Personal Folder</p>	<p>Paper 1 Four Drafts (One-pagers or Brevity pieces). Write 4 different first drafts on 4 different topics and post them as separate threads.</p>
<p>Tuesday 9-29</p>	<p>Read</p>	<p>Read immediate group members’ Paper 1 Drafts (all four of them) in their personal folder and help them decide which draft they should revise for the portfolio. Groups communicate via phone, email, video chat, BB, or as they have previously agreed. An in-person or virtual group meeting (using phone conferencing, video or audio conferencing) is very strongly recommended.</p>

The Course Calendar is under construction. You will be notified via BB’s Announcements about updates. The course content will be the same as last semester, but the sequence of assignments might change. For an overview of what is usually covered, you might want to check out the [Fall 2007 Course Calendar](#).

Tips and Reminders for a Better Cyber-experience:

- ✚ Any time you have a technical question, please get info from the following sources: [IT Helpdesk](#) | [BBHelp](#) | [TRC](#).
- ✚ If you can't find some course material, please check BB's Course Map or the Course Diagrams folder under Course Documents.
- ✚ For content information, do this: (1) Check the posted info on BB by doing a "CTR F" search; (2) Check the course website using the same "CTR F" search; (3) Google the concept/info you need; (4) If you are still unclear, post a message to QUESTIONS AND COMMENTS and somebody will get back to you. Be resourceful and autonomous.
- ✚ The assignments listed under the WHAT? column next to a certain date under the WHEN? column are due on that day. The column's background color will help you see what is due on a certain day. When the white background changes into beige or vice versa, you are looking at different day's assignments.
- ✚ All assignments are due by **midnight** on the due day, but I encourage you to complete assignments ahead of time and post them in the appropriate BB folder. Discuss with your group members how much earlier you want to post and discuss assignments. Don't procrastinate.
- ✚ Please check out [smarthinking.com](#) if you bought a shrink-wrapped copy of Universal Keys. It's a great online tutoring service.
- ✚ If, for whatever reason, BB doesn't work, we will use our course wiki and our course website to keep in touch and continue with the assignments.
- ✚ Please pay special attention to how you post to your Group Folder and Personal Folder. Be sure to make the posted threads nice and aligned. Messy folders will lose participation points.
- ✚ Observe email etiquette when you write to your peers and instructor. E.g.: Use salutation and sign your messages.
- ✚ When sending email, specify subject I subject line. E.g.: "Eng 401: Sick today." Not including course number results in messages being overlooked and left unanswered.
- ✚ Don't send attachments via email. Keep virus definitions up-to-date. Don't post assignments as attachments on BB unless specifically instructed to do so.
- ✚ Play it safe and have several electronic and paper copies of your work.
- ✚ We emphasize the writing process in this course, i.e. papers will go through a three-stage revision process. When I see your paper, it is only half-way through the writing process. Grades you receive represent "grades-so-far." The average grade at this stage is a "C". Papers will be re-graded in your final portfolio.
- ✚ Major papers are read and commented on only once before the portfolio draft is due. Papers submitted for grading have to be the best they can be.
- ✚ Late work is not accepted if it affects your classmates' performance. You can't miss deadlines when drafts and/or feedback letters are due or when your group is preparing for a presentation.
- ✚ All assignments have to be prepared in a meaningful way. Be sure to challenge yourself, so that you learn something with each assignment. Mechanical "busy" work will not give you credit.
- ✚ If you plagiarize, you will fail the course.
- ✚ Although I am trying to be as accurate as possible, minor changes in the schedule can be expected, based on your feedback and suggestions.



Comments or questions about this online document should be directed to Judith.Szerdahelyi@WKU.edu.

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