

ENGLISH 1310: COLLEGE WRITING I

Instructor: Arpita Sen

Class Times: Tuesdays and Thursdays 3:30 PM- 4:50 PM

Class Location- Wooten Hall, Room 114

Email: arpitasen@my.unt.edu

Office Hours: Tuesdays and Thursdays 12:30 PM- 1:30 PM and 5:00 PM- 6:00 PM

Office Location: GAB 515

Fall 2025 | University of North Texas

COURSE DESCRIPTION

In ENGL 1310, you will be introduced to rhetorical tools, invention strategies, and writing processes to help you thrive as a writer in a university setting and beyond. Our class begins with personal inquiry, writing about experiences and memories. With an emphasis on description, explanation, and observation, you can practice genre conventions, gain rhetorical knowledge, and develop a framework for producing persuasive writing about yourself and your communities. We will read and discuss nonfiction texts to develop your critical reading habits and familiarity with academic arguments. Over the course of the semester, you will practice ways to gain critical distance and take an analytical perspective on a topic and yourself. You should also learn to use conventions of academic analysis and structure claims and evidence to make your findings clear to your audience.

COURSE OUTCOMES:

By the end of this course, you will be able to:

- Read texts critically and analyze the varied situations that motivate writers, the choices that writers make, and the effects of those choices on readers, including your own.
- Write persuasive arguments that articulate a clear, thoughtful position, deploy support and evidence appropriate to the audience and purpose, and consider counterclaims and multiple points of view, including international and intercultural perspectives.
- Evaluate sources and integrate the ideas of others into their writing (through paraphrase, summary, analysis, and evaluation).
- Identify and describe events from your experiences that give insight into larger cultural issues.
- Observe details that make other people, objects, or places unique within specific cultural or social groups.
- Analyze and evaluate specific concepts or texts that have significance within larger cultural conversations.
- Metacognate on your writing processes through practice, revision, and reflection.

- Compare and rate your contributions as a team member to peer review and other team-based assignments.
- Reflect critically on the ways that social, cultural, and historical contexts shape perceptions of language, then make informed rhetorical choices about grammar, usage, and mechanics by using their linguistic repertoires to effectively reach personal, social, and political priorities in their writing.

CORE REQUIREMENTS

Catalog Description: 3 hours. Writing as discovery introduces essential concepts, knowledge, skills, methods, and conventions for writing. It focuses on practicing writing processes and developing rhetorical knowledge through analysis, observation, and self-reflection.

Prerequisite(s): None

CORE Category: Communication (English Composition and Rhetoric)

As ENGL 1310 meets one of your CORE Communication requirements. This course has four CORE skill objectives:

- Critical Thinking Skills | innovation, inquiry, analysis, evaluation, and synthesis of information
- Communication Skills | effective development, interpretation, and expression of ideas through written, oral, and visual communication
- Teamwork Skills | ability to consider different points of view and to work effectively with others to support a shared purpose or goal
- Personal Responsibility Skills | ability to connect choices, actions, and consequences to ethical decision-making

COURSE BOOKS & MATERIALS

- *Steps to Writing Well with Additional Readings* (MindTap Course) Eleventh Edition, Jean Wyrick, Cengage, 2017, ISBN 9798214162119
- *Write and Communicate like a Professional*, Kathryn Raign and Jake VanderVaate, University of North Texas, ISBN 9781574419160.
- All other materials will be supplied by me or available at the library.

TECHNICAL REQUIREMENTS & SKILLS

You'll need [a computer](#) with [internet access](#) and know the basic skills necessary to:

- Use [Outlook for UNT email](#)
- Use [Canvas](#)
- Use [Microsoft Word and PowerPoint](#)

GRADE DISTRIBUTION

Assignment	Weight	Due Date
Major Assignment 1 (MA1) Storytelling • Write a 1000-1200-word narrative essay that informs your audience about an experience from your life.	20%	Friday, Feb 14, 2025 at 5 pm

Major Assignment 2 (MA 2) Describing What We Observe Write a 1000-1200-word observation essay on a subject on campus you've observed this semester.	20%	Friday, March 28, 2025, at 5 pm
Major Assignment 3 (MA 3) Thinking Critically about the World Write a 1200-1400 critical rhetorical analysis essay on a text of your choice from the UNT library.	20%	Friday, May 6, 2025 at 5 pm
Weekly Writing Low-stakes writing assignments that correlate to the week's readings, discussion, and lectures.	15%	Varies
Quizzes Short quizzes over the assigned readings.	10%	Varies
Attendance Short quizzes over the assigned readings.	10%	Varies
Peer Review There will be a required peer review for all major assignments	5%	Varies

GRADING

A	90-100	"A" WORK will constitute a final score of 90-100% of total points and will represent an overall response that is impressively sophisticated and illuminating: inventive, balanced, justified, effective, mature, and expertly situated in time and context.
B	80-89.99	"B" WORK will constitute a final score of 80-89.99% of total points and will represent an overall response that is thorough and systematic: skilled, revealing, developed, and perceptive, but not unusually or surprisingly original.
C	70-79.99	"C" WORK will constitute a final score of 70-79.99% of total points and will represent an overall response that is acceptable but limited: coherent, significant, and perhaps even insightful in places but ultimately challenged in organization, articulation, perception, and/or effectiveness.
D	60-69.99	"D" WORK will constitute a final score of 60-69.99% of total points and will represent an overall response that is incomplete and may be severely lacking: incoherent, limited, uncritical, immature, undeveloped, and overall not reflective of the performance expected of UNT undergraduates.
F	0-59.99	"F" WORK will constitute a final score of 0-59.99% of total points and will represent an unacceptable overall response.

All major assignments must be turned in on Canvas and processed through Turnitin to be eligible to pass this course.

I encourage you to monitor your score and review feedback posted on Canvas; However, Canvas's gradebook is not always accurate. Some grades, such as attendance or extra credit, are not incorporated until *after* the last time the class meets. If you are concerned about your grades, please set up a meeting so we can discuss them.

COMMUNICATION EXPECTATIONS

Feedback

I strive to return all graded work promptly. For shorter assignments and discussions, I will generally post grades/feedback within seven days of the due date. For the larger projects, I aim for fourteen days, but with the rise in cheating and plagiarism, it occasionally takes longer to finish grading a set of papers. If it has been longer than the times mentioned, please feel free to ask me when to expect the grades and feedback, but not before then.

Office Hours

You can walk into my office during my hours, but I encourage you to make an appointment via Canvas Inbox to ensure you get time to meet with me. Feel free to use my office hours as often as you'd like to chat with me, review an assignment, or discuss any questions/concerns you have. It's been my experience that a quick conversation is the most effective way to resolve any confusion.

Email

I will respond to all official correspondence addressed to my UNT email (arpitasen@my.unt.edu) and general inquiries sent in Canvas Inbox, in person or via email within three business days. All other communication methods— assignment comments, personal emails, physical letters, etc.—are unreliable ways to contact me. I cannot guarantee that I will see your message on other platforms within any specific time frame, if ever.

Please check the syllabus and related assignment sheets before emailing me, and in your email, indicate where you looked for the information you are seeking before you emailed me. So that if something is unclear, I can fix it. Additionally, when you write to me, please include the subject of your email in the subject line and write your email with appropriate salutations and grammar. For a sample email, read this article, "[How to Email Your Professor](#)." Or, for a checklist on effective email communication between yourself and instructors, see <https://www.wikihow.com/Email-a-Professor>.

It is your responsibility to check your UNT email during your 'business' hours each day to ensure you do not miss any time-sensitive information.

Public Writing

All submissions for this course, including but not limited to pre-writing, drafts, in-class assignments, and final projects, are public, i.e., any writing submitted for this course may be viewed by me or classmates. Do not submit any information that you are unwilling to share.

Syllabus Change Policy

I have made every attempt to provide an accurate syllabus for this course. However, if presently unanticipated circumstances arise that necessitate an amendment to the syllabus, advance notice will be given in writing via email of all changes, and I will provide an updated hard copy with the changes.

ATTENDANCE

According to [UNT Policy 06.039](#), you are expected to attend class, and your grade will be affected if you do not attend. The UNT policy states:

The University of North Texas recognizes that student success is promoted by regular attendance and participation in class. It is the responsibility of the faculty member to notify students in writing of any special attendance requirements for the class. This policy applies to all modes of course delivery.

According to the policy, it is your duty as a student to maintain “regular and punctual attendance,” to “participate in all courses.” It is the instructor's responsibility to “record student class attendance,” and “clearly state in their syllabus the requirements for class absence and/or participation and the impact of the absences/participation on course grades. In compliance with this policy, the First Year Writing Program of the Department of English will enforce this policy.

Number of Allowed Absences

Any student who misses more than 20% of the total number of classes for a semester will not pass the course even if they have earned passing grades on their assignments. The following number of classes equal 20%:

- 1 day a week | 3 classes
- 2 day a week | 6 classes
- 3 day a week | 9 classes

You will be given an attendance report two times over the course of the semester:

- 6 weeks
- 12 weeks

At this time, the instructor will post the percentage of classes you have missed.

- If a student has missed more than 20% of their total classes at the 6-week mark, they have the remainder of the semester to bring that percentage up.
- Any student who has missed more than 20% of their classes at the 12-week mark will not pass the course.

Excused Absences

Absences for the following reasons are considered excusable by the university based on [UNT policy 6.039](#), but you must obtain a note from the [Dean of Students](#) (or other appropriate university offices) to verify your absence(s): (1) religious holy day, including travel for that purpose; (2) participation in an official university function; (3) active military service, including travel for that purpose; (4) pregnancy and parenting under Title IX; and (6) when the University is officially closed. Please inform me of any planned absences with at least 10 days' notice to minimize any potential negative impact on your grades.

No other absences are eligible to be excused. Unless the absence is an illness or an extenuating circumstance that exceeds five consecutive days, you may request documentation from the Dean of Students' office for an excuse. Examples include, but are not limited to: (1) temporary disability or injury; (2) extended medical absence or hospitalization; (3) illness of a dependent family member; or (4) major illness or death of a loved one.

If you miss a class:

You are responsible for finding out what you missed. Before the next time our class meets, review the Canvas page and ask a classmate for notes on what you missed, or make an appointment to meet with me during office hours, or if needed, email me to ensure you are on track and prepared for the next class.

If you miss an assignment:

Only assignments missed due to an excusable absence can be made up. For excused absences that resulted in missing in-class assignments, it is your responsibility to 1) turn in all necessary

documentation regarding the absence and 2) *schedule* a time to make up the missing work *within two weeks of missing the assignment*. Since I must prepare the missing assignment, you cannot make up work as a walk-in during office hours.

LATE WORK

This course requires extensive reading and regular writing. To keep up with the course, you must complete all assignments by the date and time stated on Canvas. I will not accept late submissions of minor assignments or MA 3. A late MA 1 or MA 2 submission will be marked down half of a letter grade (from a 90 to an 85) for every day that they are late.

Note that unreadable documents, e.g., inaccessible, unopenable, partially complete, incorrect files, etc., will be considered as a non-submission and thus late if the deadline has passed. It is your responsibility to plan on submitting with ample time to check the submission quality and viewability of your submission on Canvas. Additionally, showing “last edited date” metadata does not qualify to remove the penalization based on any technological ‘catastrophe’ that impeded your submission.

Extensions

I will occasionally grant extensions for assignments if you request the extension at **least 24 hours before the deadline**. All requests must be sent via email and include 1) the specific assignment information in the subject and body, and 2) let me know the day and time you will turn in the assignment instead. No extensions will be granted for inherently collaborative assignments (peer review, in-class activities, etc.) in which your peers depend on your timely submission to progress in their work.

ACADEMIC INTEGRITY STANDARDS

According to [UNT Policy 06.003](#), Academic Integrity standards are violated when students engage in academic dishonesty behaviors, including, but not limited to, cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty and my decision on academic sanctions will be reported to the [Office of Academic Integrity](#).

Plagiarism can include copying a passage from a source verbatim without citing it, but it can also include improper or misleading citations. Please note that all source material must be acknowledged, even if the material is paraphrased or sourced from generative AI technologies. Be careful always to acknowledge the work of other writers and take the time to work out the distinction between your original thoughts and arguments and those of others.

Additionally, the use of any generative AI writing tools is prohibited in this class. Assignments for the course have been designed to help you develop as a thinker, reader, and writer without using these technologies. You will generate ideas, read, revise, and write independently or when appropriate in consultation with peers, UNT Writing Center tutors, and me. Any use of generative AI in your work for this class violates our syllabus and thus will be treated as an instance of cheating. Ignorance of the generative AI tools in your chosen digital writing technologies, whatever they may be, is not sufficient to excuse the violation. If you are unsure about a digital writing tool (even automatically integrated ones), don’t use it for this class.

UNT RESOURCES

Technical Assistance:

[Information Technology Help Desk | University of North Texas](#)

Email: helpdesk@unt.edu
Phone: 940-565-2324
In Person: Sage Hall, Room 130

Writing Assistance:

[Writing Center | University of North Texas](#)

Email: WritingCenter@unt.edu
Phone: 940-565-2563
In Person: Sage Hall, Room 150

UNT POLICIES

Acceptable Student Behavior

According to [UNT policy 07.012](#), student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be notified verbally or in writing and may be directed to leave the classroom. Additionally, the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct.

For additional information, refer to the [Dean of Students](#) website.

ADA Accommodations

According to UNT policy 16.001, UNT will make reasonable academic accommodations for students with disabilities. Students seeking reasonable accommodation must first register with the Office of Disability Access (ODA). Then, the ODA will provide them with a reasonable accommodation letter to be delivered to faculty members detailing the students' accommodation needs. Faculty members have the authority to ask students to discuss such letters during their designated office hours. Students may request reasonable accommodation at any time; however, ODA notices of reasonable 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 and meet with all faculty members prior to accommodation implementation every semester.

For additional information, refer to the Office of Disability Access website.

Emergency Notification & Procedures

UNT uses a system called Eagle Alert to quickly provide students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Canvas for contingency plans for covering course materials.

For additional information, refer to the Eagle Alert website.

English 1310

Weekly Schedule | Fall 2025

*This schedule is subject to change at your instructor's discretion.
Always check the "announcements" in Canvas for any changes.

WEEK	READINGS	ACTIVITIES	ASSIGNMENTS
UNIT 1			
Week 1 Aug 18-24	SWW—Ch 8 WCLP—7-17	Understanding the Course Expectations Understanding How to Complete Weekly Writing 1	Quiz Course Policies Ch 8 Quiz Weekly Writing 1
Week 2 Aug 25-31	SWW—1 & 17 WCLP—27-41 MA 1	Understanding MA1 Prewriting	Check Your Understanding 1 & 17 Weekly Writing 2
Week 3 Sept 1-7	SWW—2 & 4 WCLP—41-56	Writing Introductions Writing Thesis Statements	Check Your Understanding 2 & 4 Weekly Writing 3
Week 4 Sept 8-14	SWW--5		Check Your Understanding 5 Quiz Phrases, Clauses, Sentence Types Peer Review MA 1
Week 5 Sept 15-21	Video—Creating Sticky Writing	Creating Cohesion Creating Coherence	MA 1 Learning Narrative
UNIT 2			
Week 6 Sept 22-28	MA2 SWW—16 WCLP—61-65	Understanding MA2 Prewriting	Check Your Understanding 16 Weekly Writing 6
Week 7 Sept 29-Oct 5	SWW—3	Adding Detail Reviewing Your Lead In	Check Your Understanding 3 Weekly Writing 7
Week 8 Oct 6-12	SWW--6	Revising for Clarity and Style	Check Your Understanding 6 Quiz Punctuation Peer Review MA 2

Week 9 Oct 13-19	Optional Essay Resubmission		Optional Essay Revision
Week 10 Oct 20-26		Revising for Chronological Order	MA 2
UNIT 3			
Week 11 Oct 27-Nov 2	MA3 SWW—Ch 14 WCLP 56-61	Understanding MA3 Prewriting	Check Your Understanding 14 Weekly Writing 11
Week 12 Nov 3-9	SWW--9	Using the Stasis Theory Citing Your Sources	Check Your Understanding 9 Weekly Writing 12
Week 13 Nov 10-16		Revising to Avoid Plagiarism Reviewing Your Evidence	Quiz Agreement Peer Review MA3
Week 14 Nov 17-23	SWW—18 WCLP—75-83	Revising for Strong Subjects & Verbs	Check Your Understanding 18 Quiz Strong Subjects and Verbs MA3
Week 15 Nov 24-30	Thanksgiving Break	Thanksgiving Break	Thanksgiving Break
Week 16 Dec 1-7			