

ENGL 1310 Syllabus

Spring 2026 University of North Texas

Instructor: Jamini Hariharan

Email: jaminihariharan@my.unt.edu

Student Hours:

M 11 am - 12 pm GAB 515

W 11 - 12 pm @Zoom

COURSE DESCRIPTION:

The ENGL 1310 course serves as an entry point into the environment of academic inquiry and argument. Instruction in ENGL 1310 begins with an emphasis on cultivating writing through personal discovery, exploration, and reflection. Students learn about writing processes, explore genre conventions, and gain rhetorical knowledge while writing through their experiences and memories. With these more personal contexts as background, students are guided over the course of the semester towards becoming more comfortable with the conventions and habits of academic argument. The goals of ENGL 1310 includes developing a working knowledge of writing processes, recognizing and using written genre conventions, and learning rhetoric for the purposes of analyzing and composing effective written texts. Students in ENGL 1310 fulfill these goals while engaging with nonfiction readings emphasizing narrative and description and focusing on issues of cultural significance.

First Year Writing (FYW) Policies

In addition to the policies provided by UNT, our department also has policies that we use to ensure that you are treated fairly.

Evaluation & Grading

Major Assignments	20% Per Paper <ul style="list-style-type: none">• The Learning Narrative• The Observation Essay• The Analysis Essay <p><i>Note: You must complete all major writing assignments to earn a passing grade</i></p>	Due Dates: <ul style="list-style-type: none">• Friday, Feb 13, 2026, at 5 pm• Friday, March 27, 2026, at 5 pm• Friday, April 24, 2026, at 5 pm
	Weekly Writing	15%
	Peer Review	5%
	Quizzes	10%
	Attendance	10%

Rubrics & Scoring Systems

For the purposes of this course, we describe the grades you will be assigned in this way:

Grade	Description
-------	-------------

A 90-100	Exceeds the assignment's requirements and has few to no errors. Shows a mastery of the concepts being taught. Is impressively sophisticated, inventive, balanced, justified, effective, mature, and expertly situated in time and context.
B 80-89	Meets the assignment's requirements and has few errors. Shows a high level of understanding of the concepts being taught. Skilled, revealing, developed, perceptive, but not unusually or surprisingly original.
C 70-79	Meets most of the assignment's requirements but has some errors. Shows some understanding of the concepts being taught. Coherent, significant, and perhaps even insightful in places, but ultimately challenged in organization, articulation, perception, and/or effectiveness.
D 60-69	Does not meet most of the assignment's requirements and has many errors. Shows a low level of understanding of the concepts being taught. Offers 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 59 or below	Does not meet the assignment's requirements. The number of errors impedes the work's meaning. Shows no understanding of the concepts being taught.

Program Values

The assignments and activities for your course were designed carefully and are based on the following departmental values.

We develop our writing skills through inquiry, experimentation, and discovery.

The act of writing encourages intellectual and personal development and leads to greater knowledge retention, deep reflection, and empathy. Writing may teach us new ways to understand ourselves, our world, our communities, and others better. Through writing and listening to the writing of others, we grow intellectually, reflect deeply, and respond empathetically to vital issues facing ourselves, our communities, and our world.

When we write, we develop our ability to think critically about complex issues.

Writing is a practice of responding clearly, concisely, and coherently to complex issues. Students studying writing develop their logical skills and learn strategies to address critical problems with precision and purpose.

Writing is a lifelong process supported by revision and reflection.

Beyond traditional academic skills and rules of writing, writers develop flexible strategies to read, listen, plan, and collaborate with others by revisiting and reflecting on their writing experiences. Students studying writing learn to reflect on their own writing processes, which might include critical reading, planning, drafting, collaborating, revising, and reflecting, through multiple pages of drafted material.

Writing is a powerful tool and can give us agency to intervene in social issues.

Writers intervene in their communities by addressing an audience's needs and concerns. Academic audiences expect writers to address difficult questions through well-researched writing that is supported with compelling evidence. Other kinds of audiences and communities expect writers to address their needs differently, through flexible rhetorical strategies that offer relevant and timely information.

Writing is integral to information literacy and critical reading.

To write ethically and build credibility with audiences, writers must read sources carefully and know how to assess and use information effectively.

Writing is learned through effective and engaging teaching.

The First-Year Writing program (FYW) at UNT provides its instructors with ongoing educational training to help them deliver effective and engaging instruction to students. UNT FYW acknowledges excellence in teaching and fosters a culture that facilitates thoughtful instruction and promotes student success.

Communication

Communication is key to your success. When you need to reach me, follow these practices:

- Communicate with me formally through my UNT email address: yourname@unt.edu.
- Include the course and section number in the subject line: 1310.XXX
- Use appropriate salutations and grammatical language: "Dear XX"
- Treat all emails as professional communication.
- Respect the personal identities and privacy of yourself, me, and others.
- Respect identities based on gender, sexuality, race, ethnicity, class, and/or culture.
- Think carefully about what you reveal and do not reveal, particularly if this information involves your health and/or classroom performance. If your emails contain any information that causes me to be concerned for your safety or the safety of others, I am required to report it.
- Refrain from making personal attacks or using language that discriminates based on gender, sexuality, race, ethnicity, class, and/or culture

Note: I am not able to discuss any information relating to academic records through email.

Instructor Responsibilities & Feedback

My responsibility as your instructor is to:

- Challenge you
- Help you understand the course material.
- Help you grow and learn as a student.

To achieve these goals, I will:

- Provide clear instructions for projects and assignments.
- Answer your questions.
- Identify additional resources as necessary.
- Provide substantive feedback on your written work within two weeks of the submission date for each assignment.

Class Disruptions

Respect the class environment by using your time effectively and helping your classmates do the same. Please avoid:

- Wearing headphones
- Using your phone
- Eating a full meal (small snacks are okay)
- Holding side conversations

Participation & Civility

We are all members of an academic community where it is our responsibility to cultivate a climate where all students/individuals are valued and where they and their ideas are treated with respect.

Therefore, I expect you to conduct yourself in a professional and respectful manner during all online interactions and class-related activities. I expect you to listen to and respect the viewpoints of others, even if you strongly disagree with them. When you do voice disagreement in your writing, do so in a civil manner. Remember that you are accountable for your actions in this course, including your submitted work, grades, and interactions with me and other students.

Everyone will have multiple opportunities to participate in class. Participation can be many things, including the following:

- Participating actively in small group work, class meetings, and discussions
- Showing attention to others in discussion posts
- Completing all assignments on time
- Coming prepared for conferences/office hours

Here are some of the **“Rules of Engagement” UNT recommends** as guidelines for our class:

- While the freedom to express yourself is a fundamental human right, any communication that utilizes cruel and derogatory language on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law will not be tolerated.
- Treat your instructor and classmates respectfully in any online or face-to-face communication, even when their opinion differs from yours.
- Ask for and use the correct name and pronouns for your instructor and classmates.
- Speak from personal experiences. Use “I” statements to share thoughts and feelings. Try not to speak on behalf of groups or other individuals’ experiences.
- Use your critical thinking skills to challenge other people’s ideas instead of attacking individuals.
- Be cautious when using humor or sarcasm in emails or discussion posts, as tone can be difficult to interpret digitally.
- Avoid using “text-talk” unless explicitly permitted by your instructor.
- Proofread and fact-check your sources.
- Remember that online posts can be permanent, so think before you type.

You can also visit the [Engagement Guidelines](#).

Using Canvas

Canvas is an important tool to help you succeed, and we will use it extensively:

- Submit all assignments through Canvas, including quizzes, discussions, weekly writings, and major assignments.
- Check Announcements at least once a day. I will communicate important information about our course as an announcement.

All students have access to Canvas through their UNT accounts. For more information on using Canvas,

- See <https://community.canvaslms.com/docs/DOC-10701>
- Direct questions regarding your use of the Canvas learning management system to the student help desk at:
- Email: helpdesk@unt.edu
- Phone: 940-565-2324.
- Make plans to have a backup way to access the technology each week: another computer, the local library, or one of UNT's open-access computer labs. Not having access to the course will not excuse you from the workload each week.

Formatting your Assignments

All written work needs to be typed and submitted online to Canvas. For all essays,

- Include your name and the page number on the top right of each page (i.e., Last name 1)
- Include a date and the course number, ENGL 1310, on the top left of each page.
- Use San Serif 12-point font, with one-inch (1") margins and double-spacing.

Late or Missed Assignments

I will follow these policies when deciding whether to accept late work:

- All papers are due by the date specified in Canvas.
- If you need extra time on a paper, you must request an extension at least 24 hours before the paper is due.
- I will deduct 5 points for each day (not a business day) your work is late.
- You cannot pass the course if you have not received a grade for all major assignments.
- Meet with me as soon as possible if you miss an assignment deadline.

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 a letter grade (from a 90 to an 85) for every day that it is 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 the 'last edited date' metadata does not qualify for removing the penalty 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

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, along with my decision regarding 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.

Syllabus Change Policy

I have made every attempt to provide your syllabus as an accurate overview of the course. However, unanticipated circumstances may make it necessary for me to modify the syllabus during the semester. These circumstances may arise in response to the progress, needs, and experiences of students. Advance notice will be given for any changes made to the syllabus.

Technical Requirements & Skills

To complete much of the work, you must have the correct tools:

- Computer with word processing capabilities, internet access, and a web browser
- [Canvas Technical Requirements](#)

Computer Skills & Digital Literacy

Students in this course should be able to:

- Use Canvas
- Use email with attachments

Chosen Names

A chosen name is a name that a person goes by that may or may not match their legal name. If you have a chosen name that is different from your legal name and would like that to be used in class, please let me know. Below is a list of resources for updating your chosen name at UNT:

- [UNT Records](#)
- [UNT ID Card](#)
- [UNT Email Address](#)
- [Legal Name](#)

***UNT EUIDs cannot be changed at this time. The collaborating offices are working on a process to make this option accessible to UNT community members.**

Pronouns

Pronouns (she/her, they/them, he/him, etc.) are a public way for people to address you, much like your name, and can be shared with a name when making an introduction, both virtually and in person. Just as we ask and don't assume someone's name, we should also ask and not assume someone's pronouns.

You can [add your pronouns to your Canvas account](#) so that they follow your name when posting to discussion boards, submitting assignments, etc.

Below is a list of additional resources regarding pronouns and their usage:

- [What are pronouns, and why are they important?](#)
- [How do I use pronouns?](#)
- [How do I share my pronouns?](#)
- [How do I ask for another person's pronouns?](#)
- [How do I correct myself or others when the wrong pronoun is used?](#)

CORE Requirements Fulfillments

ENGL 1310 meets one of your CORE Communication requirements. The state defines "communication" as:

Focus on developing ideas and expressing them clearly, considering the effect of the message, fostering understanding, and building the skills needed to communicate persuasively. Courses involve the command of oral, aural, written, and visual literacy skills that enable people to exchange messages appropriate to the subject, occasion, and audience.

This course has four 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 | ability to consider different points of view and to work effectively with others to support a shared purpose or goal
- Personal Responsibility | ability to connect choices, actions, and consequences to ethical decision-making.

Attendance Policy

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” and 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

Attendance Policy (UNT Policy 06.039)

Regular class attendance and participation are required. Excessive absences will affect your grade. Documented absences (e.g., religious holidays, university events) are automatically excused. Illness or undocumented absences are unexcused unless your instructor decides otherwise. Email your instructor within 24 hours of an absence so they can consider excusing it.

FYW Program Attendance Guidelines (2x/week class):

- Per university policy, missing more than 20% of classes results in automatic failure, regardless of assignment grades.
- Attendance will be taken during every class period.
- With every absence, your roll call grade will drop.
- Two tardies equal one absence.
- At 7 unexcused absences, you cannot pass the course.
- Excused absences are at your instructor’s discretion—stay in communication.

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.

Attendance Process

Instructors in the FYW program will follow this process when recording attendance:

- Attendance will be recorded in Canvas each time your class meets.

NOTE: Two tardies equal one absence.

- Instructors will post your percentage of attendance as it is recorded in Canvas. For example, if a student in a two-day-a-week class misses two classes in a six-week period, their percentage will be 80%, which is passing.

How Does It Work?

- An instructor clicks on a student's name in the Attendance function on Canvas.
- The instructor clicks on "More."
- The instructor sees the student's absences as a percentage

University Policies

We will uphold the following university policies in all English courses.

Academic Integrity Standards and Consequences

According to UNT Policy 06.003, [Student Academic Integrity](#), academic dishonesty occurs when students engage in behaviors including, but not limited to:

- Cheating--submitting work that is not your own (This includes using ChatGPT)
- Fabrication--pretending you are writing about a real interview when you really made it up
- Facilitating academic dishonesty--helping someone else cheat
- Forgery--pretending your work is someone else's
- Plagiarism--using someone else's published work without citing it correctly
- Sabotage--setting someone else up to fail

A finding of academic dishonesty may result in a range of academic penalties or sanctions, ranging from admonition to expulsion from the University. I am obligated to report any academic dishonesty.

Acceptable Student Behavior

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 directed to leave the classroom, and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the [Code of Student Conduct](#). The University's expectations for student conduct apply to all instructional forums, including University and electronic classrooms, labs, discussion groups, field trips, etc.

The [Dean of Students' Office](#) enforces the [Code of Student Conduct](#). The Code explains:

- What conduct is prohibited
- The process the DOS uses to review reports of alleged misconduct by students
- The sanctions that can be assigned

When students may have violated the Code, they meet with a representative from the Dean of Students' Office to discuss the alleged misconduct in an educational process.

ADA Accommodation

UNT makes reasonable academic accommodations for students with disabilities. To receive accommodation, follow these steps:

- Register with the Office of Disability Access (ODA) to verify their eligibility.
- If a disability is verified, the ODA will provide a student with an accommodation letter to be delivered to faculty to begin a private discussion regarding one's specific course needs.
- Students may request accommodations at any time; however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation.
- Students must obtain a new letter of accommodation every semester and must meet with each faculty member prior to implementation in each class. For additional information, see the [ODA website](#). You may also contact them by phone at 940.565.4323.

Sexual Assault Prevention

UNT is committed to providing a safe learning environment free of all forms of sexual misconduct. Federal laws and UNT policies prohibit discrimination on the basis of sex as well as sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking, and/or sexual assault, there are campus resources available to provide support and assistance.

The Survivor Advocates can be reached at:

- SurvivorAdvocate@unt.edu
- Dean of Students Office: 940-565-2648

Visit [Title IX Student Information](#) for more resources.

Emergency Notifications & 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.