

ENGL 1310**FIRST-YEAR WRITING I****SPRING 2026****Section 021—TR 8:00-10:50—LANG 201****Section 011—TR 12:30-1:50—LANG 316****Instructor: Raina Joines (she/her)****E-mail: Raina.Joines@unt.edu****Office: LANG 408 C****Office Hours: TR 2:10-3:10 & by appt.**

Welcome to UNT! As members of the UNT community, we have all made a commitment to be part of an institution that respects and values the identities of the students and employees with whom we interact. UNT does not tolerate identity-based discrimination, harassment, or retaliation. UNT's full Non-Discrimination Policy can be found in the UNT Policies section of the syllabus.

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

Prerequisite(s): None

Core Category: English Composition and Rhetoric

Course Description

In ENGL 1310, students are introduced to rhetorical tools, invention strategies, and writing processes that will help them thrive as writers in a university setting and beyond. Students begin with personal inquiry, writing about experiences and memories. With an emphasis on description, explanation, and observation, they practice genre conventions, gain rhetorical knowledge, and develop a framework for producing persuasive writing about themselves and their communities. Reading and discussing nonfiction texts helps develop their habits of critical reading and familiarity with academic argument. In the final Analysis Essay, students make the move to academic or public argument by analyzing a text and its methods of persuasion. Over the course of the semester, students practice ways to gain critical distance and take an analytical perspective on a topic and themselves. They learn to use conventions of academic analysis and to structure claims and evidence in ways that make their findings clear to their audiences.

Required Materials

Wyrick, *Steps to Writing Well*. Print ISBN: 978-1-337-89979-6. Also available online as an e-book.

Course Objectives

By the end of this course, students in this course should be able to

- **Assess** and **explain** their own writing habits reflectively
- **Identify** and **describe** events from their own personal experiences that give insight into larger cultural issues
- **Observe** and **examine** 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
- **Cultivate** effective writing processes through repetition, practice, and revision
- **Compare** and **rate** their contributions as a team member to peer review and other team-based assignments

Program Values

Writing develops 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.

Writing facilitates critical thinking 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 and attune to audiences with precision and purpose.

Writing takes place through 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 can give us agency to intervene in social issues. Writers intervene in their communities by addressing audience 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. In order 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 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.

Course Structure

This is a face-to-face course with some online instruction and support. The semester consists of sixteen weeks plus finals week. The major components of the course include reading, in-class discussion, online reading quizzes, and writing; there are three major papers and a shorter reflection essay. Students must acquire the primary text, bring relevant readings on the day they are assigned, and bring assigned workshop drafts to class. I prefer print texts; if you choose an electronic text, bring a laptop or tablet. Two readings will be handed out in class. All quizzes will be submitted on Canvas unless otherwise indicated; all essays will be written in class in blue books. See the course schedule for an overview of our work for the term.

Minimum Technology Requirements

Minimum technology requirements for students in this course include the following:

- A computer
- Reliable internet access
- Microsoft Office Suite
- [Canvas Technical Requirements](https://clear.unt.edu/supported-technologies/canvas/requirements) (<https://clear.unt.edu/supported-technologies/canvas/requirements>)

Computer Skills & Digital Literacy

To succeed in the course, students should be able to do the following:

- Use Canvas and upload assignments
- Send email with attachments
- Download and install software

Rules of Engagement

Rules of engagement refer to the way students are expected to interact with each other and with their instructors at UNT. Here are some general guidelines:

- 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 with respect in any communication, whether online or face-to-face, even when their opinion differs from your own.
- Ask for and use the correct name and pronouns for your instructor and classmates.
- Speak from personal experience, your reading of the text, or scholarly research. Use “I” statements to share thoughts and feelings. Try not to speak on behalf of groups, especially if you don’t belong to them.
- Use your critical thinking skills to challenge other people’s ideas instead of attacking individuals.
- Avoid using all caps while communicating digitally. This may be interpreted as “yelling.”
- Be cautious when using humor or sarcasm in emails or discussion posts as tone can be difficult to interpret.
- Avoid using “text-talk” in written posts or papers in the course.
- Keep in mind that online posts can be permanent, so think first before you type.
- Proofread and fact-check your sources.

See the [Engagement Guidelines](https://digitalstrategy.unt.edu/clear/online-communication-tips.html) (<https://digitalstrategy.unt.edu/clear/online-communication-tips.html>).

Attendance Policy

Writing courses are by nature participatory, collaborative, and discussion-based. Attendance is therefore required. Students are expected to attend class meetings regularly and to abide by the attendance policy established for the course. It is important that you communicate with me prior to being absent, so we can discuss and mitigate the impact of the absence on your attainment of course learning goals. Please inform me if you are unable to attend class meetings because you are ill, in mindfulness of the health and safety of everyone in our community.

Attendance will be taken at the beginning of each class. It is your responsibility to make sure Canvas attendance is accurate. If you are late, make sure to see me after class to verify your presence. University policies concerning attendance may be found at <http://www.unt.edu/catalog/enrollment.htm>.

Attendance in FYW Courses

UNT policy 6.039 on student attendance states that no student will be excused for more than 25% of a course for absences. However, it is the UNT FYW policy that **no student missing more than 20% of classroom instruction in a first-year writing course should be able to pass the course.**

Unexcused Absences

- An absence is unexcused unless it is explicitly excused by the University or the instructor. Absences for participation in an official university function, religious holy days, pregnancy or parenting under

Title IX, and required military service are eligible to be excused by the University. All other absences are up to the instructor to excuse or not. See policy 06.039 and read this syllabus with care.

- You are allowed three unexcused absences in the course with no penalty. They are granted as leeway for personal emergencies. Please save them for when it is strictly necessary to be absent.
- Three tardies may count as an unexcused absence. Those excessively tardy (more than ten minutes) to one class may be counted absent for the class.
- Those who are sleeping, using their phone in class, have earbuds in, or are late to peer review will be counted absent.
- **Five points will be deducted from your grade for each of your fourth, fifth, and sixth unexcused absences.** Deductions will be taken from your total grade on Canvas at the end of the term.
- **Upon your seventh unexcused absence, your grade for the semester will be an F if you do not withdraw.**

Excused Absences and Make-up Work

- Please arrange any planned absences with me ahead of time to see if they will be excused.
- An absence to be excused by the University must follow UNT policy: “Student absences due to participation in an official university function must be approved in advance by the Dean of Students Office.” Within three business days of receipt of the absence notice, the Dean of Students will provide absence documentation to the student for them to present to all instructors. Failure to follow this procedure will result in an unexcused absence.
- University policy asks that students notify their teachers as soon as possible (ideally within the first fifteen days of the start of the term) if they expect to miss class on a religious holy day.
- An absence for an emergency doctor’s visit or hospitalization has the potential to be excused by the instructor if you notify me via email, present me with a verifiable doctor’s note (with contact information) on your first day back after the absence, and we hold a conference on the absence.
- If the absence is an illness or extenuating circumstance that exceeds 5 consecutive days, the faculty member may request for the student to provide documentation through the Dean of Students’ office. Examples include but are not limited to: temporary disability or injury, extended medical absence or hospitalization, illness of a dependent family member, or the major illness or death of a loved one.
- Contact me in a timely fashion (within five days of your return) to make up course days missed for excused absences. Failure to do this or to hand in make-up work by the deadline will result in point deductions from your total grade, with deductions of up to 5 points per absence.
- Excused absences do not change essay or quiz due dates. Make arrangements accordingly.

Assignments, Evaluation, and Grading

Grade Breakdown

To earn a passing grade in FYW, you must complete all major writing assignments.

Narrative Essay	20%
Observation Essay	20%
Analysis Essay	20%
Reflection	10%
Participation	20%
Quizzes	10%
Total	100%

There are no extra credit opportunities in this course.

Overview of Expectations

This course has required reading and writing commensurate with a first-year writing class. Students will be expected to read all assigned texts carefully, bring print copies to class, and to be prepared to discuss the texts analytically and critically on the day that they are assigned. Much of your class time will be spent discussing course readings, writing, and working together collaboratively. If you do not understand or need help, please talk to your instructor right away. Note that you may have reading quizzes or discussions at unannounced times in order to check up on how the class is reading and comprehending the course material.

Please also keep up with all writing assignments. On days when writing is due, be ready to bring a hardcopy written according to the requirements if requested.

Sometimes you will also engage in collaborative or individual assignments or activities during class. When you communicate with other class members, you should move beyond simply discussing what parts of the texts that you like. Work hard to think about how the texts support and “speak to” one another. Bring experiences and ideas from your own life into the discussion where appropriate. Look for ways that class readings and discussions are relevant in the world around you. Pay attention to what your classmates say and build on their ideas when you can. Encourage, support, and learn from each other.

Rubrics and Scoring Systems

For the purposes of this course,

- **“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” 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, perceptive, but not unusually or surprisingly original.
- **“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” 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” WORK** will constitute a final score of 0-59.99% of total points, and will represent an overall response that is unacceptable.

Overview of Assignments

Essays: All essays will be handwritten in class in a blue book, which will be provided.

- Narrative Essay: You will write a learning **narrative** that narrates a specific event from your life that helped you learn something new about yourself or others. Your narrative should focus on a specific event in a narrow timeframe, using vivid description, narration, detail, and dialogue to organize your memories and make the significance of what happened clear to an audience.
- Observation Essay: You will develop an **observation essay** that closely observes and describes an object and explains the associations, practices, or values surrounding it that are important to a specific community. Building on skills from the previous unit, you will use vivid description, narration, dialogue and sensory details to support your claims and help readers better understand what you have observed. This essay will be written in class; blue books will be provided.

- Analysis Essay: You will complete an **analysis of an assigned text** that breaks down the text you are analyzing and shows how it works to inform, persuade, or entertain an audience. Your analysis should read the text carefully and also offer insight into how the text adds new perspective to a particular ethical issue.
- Reflection Essay: Along with your analysis essay, you will develop an **analysis of your own writing**, focusing on how you used writing strategies and rhetorical tools to meet the objectives of the third assignment and reach your intended audience.

Quizzes

Multiple-choice quizzes will be given on Canvas to test your knowledge of the course material. Quizzes may cover readings, lectures, and handouts. These quizzes cannot be made up; however, I will drop your lowest quiz grade. Quiz due dates are compiled on Canvas; they may be changed if necessary to meet the goals of the course. Quizzes will open 24 hours before they are due and can be taken at any time prior to the deadline.

Participation

Active participation of all class members is essential to the success of this course. Factors affecting your participation grade include your timely contributions to class discussions and in-class activities, your level of preparedness for class (attentiveness to reading, useful questions, materials in hand, etc.), attention to discussion, the completion of your drafts, your helpfulness as a peer editor, the quality of your group presentations, and your attendance. In order to earn a superior participation grade, your contributions to class should be regular, well-informed, on topic, and insightful. Contributions that lead the class off topic or do not address course texts will not be rewarded. If you never speak or participate in class or never speak on subjects relevant to the course you will receive a failing participation grade. If participation wanes, I will assign additional quizzes, written discussion questions, or exercises for students to prepare in advance of class. Your final participation grade will be determined at the end of the semester, but you are free to schedule a conference at any time to find out where you stand.

Using Canvas

Announcements, assignments, and grades for this course will all be handled within UNT's CANVAS Learning Management System. You must be able to access CANVAS regularly in order to succeed in this course. All students have access to CANVAS through their UNT accounts. For more information on using CANVAS, see <https://community.canvaslms.com/docs/DOC-10701>. If you have any questions regarding your use of the Canvas learning management system, please contact the student help desk at: Email: helpdesk@unt.edu, Phone: 940-565-2324.

You also need to make plans to have a backup way to access the technology each week: another computer; the local library; or perhaps the UNT campus. Not having access to the course will not excuse you from the workload each week.

Assignment Formatting (for make-up work)

- All work written outside of class should be typed and uploaded to Canvas by the due date and time.
- All work must be titled, in 12-point Times New Roman or a similar professional font, with numbered pages, and your name included on each page. Do not submit documents without your name on them.
- Include the course number and the date on the first page.
- Use block format: single-spaced, no paragraph indentation, with a space between paragraphs and a "ragged" right edge (the paragraphs under "Course Overview" are an example).
- Keep copies of everything you turn in throughout the semester. Save your work as you go.

Late Work

Late work is not accepted in this course. Due dates and times for assignments and activities will be announced in advance on the course schedule and/or compiled on the Canvas course summary. In-class writing sessions cannot be made up unless one has an excused absence that meets the requirements.

Exceptions for Technical Outages

The UNT is committed to providing a reliable online course system to all users. However, in the event of any unexpected server outage or any unusual technical difficulty which prevents all students from completing a time sensitive assessment activity, the instructor may extend the time windows and provide an appropriate accommodation based on the situation. Students should immediately report any problems to the instructor and contact the UNT Student Help Desk: helpdesk@unt.edu or 940.565.2324 and obtain a ticket number. The instructor and the UNT Student Help Desk will work with the student to resolve any issues at the earliest possible time.

Online Instruction

Increased online instruction may be necessary if community health conditions change. Students will need access to a computer with a camera and speakers to participate in online portions of the class and/or to engage in synchronous online interaction with the instructor. Information on how to be successful in a remote learning environment can be found at <https://online.unt.edu/learn>. If public health considerations require a conversion to remote instruction, the relative weight of components in the total grade may be shifted to properly reward online discussion and group work.

Questions about Grades or Attendance

If you have questions about papers, grades, or absences, you should discuss those with me during office hours, making sure to bring any papers in question. I will not discuss paper grades until 24 hours have passed after the grade has been assigned. Problems concerning attendance, participation, or grades must be resolved by Thursday of Week 14. Deliver all documentation by this date; no retroactive make-up work will be assigned after that.

Other Course Policies

Required Materials

Everyone is expected to secure the course texts by the second day of the course. I prefer print, not electronic texts. If you have difficulty obtaining texts, email me prior to the next class so I can advise you on how to get the readings in time for class. It is your responsibility to bring the texts under discussion to class each day and to do the required reading. This includes handouts or online material. I reserve the right to count you absent for class meetings if you repeatedly fail to bring required readings or writing materials to class.

Classroom Etiquette

- Please organize your seating as requested.
- Those disrupting class will be asked to leave. Actions considered misconduct by the University may be found in the UNT Student Code of Conduct. These include disruptions of teaching or research, acts of incivility, violence, harassment, repeatedly talking out of turn or monopolizing class discussion, and unauthorized use of electronic devices.
- Silence all phones, music players, and laptops, etc. Only those using electronic texts or engaging in writing exercises should have laptops open in class. Remove ear buds for the duration of the class. If electronic devices repeatedly distract you or disturb the class, you will be asked to leave and counted absent. Those texting or taking calls during class will be asked to leave and counted absent.
- Working on outside material during class will result in an unexcused absence for the day.

Plagiarism

- Plagiarism is generally defined as the knowing or negligent use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgement.
- All assignments should be original work written by you for this particular class.
- UNT defines the use of materials prepared by another person, agency, or mechanism as plagiarism.
- Looking at a phone during an in-class quiz, exam, or essay will be construed as cheating.
- Protect yourself: do not lend or send your work to other students.
- Cheating or plagiarism on any assignment will trigger an Academic Integrity Violation report, may result in a zero on the assignment, and may lead to an F in the course and/or disciplinary procedures (such as loss of scholarships or expulsion) established by the Administrative Office.
- Updates to the FYW policy on academic dishonesty and “A.I.” use will be announced in class and posted to Canvas.

On Generative AI: It is Forbidden in this Course

You are expected to be the sole author of your work for the course. The use of machine learning algorithms and/or large language models, commonly known as “Artificial Intelligence,” to produce and/or style writing is **not authorized** for this course. In other words, **the use of generative “AI” writing tools** (such as ChatGPT, GPT-4, Grammarly, GrammarlyGO, BERT, Gemini, or others, including **all those that rewrite your phrases**) **is prohibited in this class**. Assignments for the course have been designed to help you develop as a writer without the use of these technologies. You should generate ideas, read, revise, and write on your own and/or in verbal consultation with peers, me, or Writing Center tutors, and *you should not use AI at any stage of your writing process*. Any use of AI technologies in your work will be considered a violation of UNT's academic integrity policy and addressed accordingly. Avoid AI-generated answers to your search queries as you study or research. All work written outside of class will be submitted through Turnitin and screened for unauthorized assistance. Exception: I authorize the use of spellchecker.

Communication Expectations

Please communicate with me formally through my UNT email address. When you write me, please include the subject of your email in the subject line, and write your email with appropriate salutations and grammatical language. Note that I am not able to discuss any information relating to academic records through email. I ask that you also remember the following guidelines in your communications with me:

- Treat all communications professionally. Think about spelling and grammar and double-check your response before hitting send or reply. Consider the purpose of any uses of slang or other icons, graphics, or memes.
- Think about your tone, and remember that email cannot convey nonverbal cues that provide clarity and context in face-to-face conversations.
- Take care to respect the personal identities and privacy of yourself, of me, and of others. Respect identities based on gender, sexuality, race, ethnicity, class, and/or culture. Also think carefully about what you reveal and do not reveal, particularly if this information involves your health and/or classroom performance.
- Please also check the syllabus before you ask me a question about an assignment or course schedule. It helps me if you can also let me know you checked the syllabus before writing, since I put significant time into creating the schedule and the syllabus.
- In your email subject line, it helps to be descriptive, not vague. Since I receive a lot of emails, I need to identify your class, question, and problem as quickly as possible.
- For online posts (if any) in our course, please read the directions and all the messages in a thread before replying so you do not repeat something one of your peers may have already said. Additionally, avoid replies such as “I agree” and instead explain why you agree or do not agree. Also, share examples, citations, and other sources that have supported your conclusions.

- Remember that if you disagree with anything in class, please refrain from making personal attacks or use language that discriminates based on gender, sexuality, race, ethnicity, class, and/or culture.

Financial Responsibilities

Students who are dropped from classes for nonpayment of financial aid or other reasons may not be readmitted to this section; it is the student's responsibility to make sure that all of their financial records are in order so that they are not dropped. Please monitor your course schedule in the first two weeks of class to verify your registration.

Instructor Responsibilities and Feedback

My responsibility as your instructor is to challenge you, to help you understand the course material, and to help you grow and learn as a student. I will provide clear instructions for projects and assignments, answer your questions, and identify additional resources as necessary. I will also provide substantive feedback on written work. You can generally expect me to have feedback and grades returned to you within three weeks of the submission date for each assignment.

Additional Course Requirements & Information

Syllabus and Schedule Changes—In the unlikely event that I must change the syllabus in response to new legislation, university or departmental policy, or student learning needs, I will let you know in class, on Canvas, and on an updated version of the document. The reading and assignment schedule will be changed if necessary to meet the goals of the course or adjust to circumstances beyond my control. I will send an announcement upon any changes and update the relevant documents.

Interpreting the Reading Schedule—Readings are due on the day they are listed. You should be finished with each day's reading by the time you come to class. Students should also read all published Canvas pages.

Course Content—Reading for the course includes adult themes, references to American history and culture, discussions of other cultures, and detailed descriptions of nature. If you feel you cannot read and/or discuss such content, you may wish to drop this section of FYW.

Academic Freedom: UNT has a robust policy regarding academic freedom and academic responsibility. Crucially, this policy encompasses not only the rights of faculty members but also the rights “of the student to freedom in learning.” As a student in this classroom, therefore, you have the right to encounter and debate new ideas, diverse forms of knowledge, and unfamiliar or contrary points of view. According to UNT policy, “it is not the proper role of the University to attempt to shield individuals from ideas and opinions they find unwelcome, disagreeable, or even deeply offensive.” At the same time, to encourage the free exchange of ideas, and to ensure that your right to learn is protected, the tone for such discussion must always be civil and respectful; hateful or discriminatory speech will not be tolerated. For more information, please consult the full UNT policy at <https://policy.unt.edu/policy/06-035>.

Email—If Canvas functionality temporarily fails, the registrar's course enrollment list will be used to communicate with you outside of class. It is your responsibility to make sure your UNT email is up and running and to check your email regularly for schedule changes, course announcements, or supplementary materials for the class. When you ask questions about the course or send relevant information over email, courtesy and care are recommended. Include your name on all email messages.

Course Webpage—You should regularly check Canvas where important announcements, course documents, schedule changes, quizzes, reading notes, and discussion questions may be posted.

Resolving Technical Difficulties—The University is committed to providing a reliable online course system to all users. However, part of working with an online environment involves dealing with the inconveniences and frustration that can arise when technology breaks down or does not perform as expected. In the event of any unexpected server outage or any unusual technical difficulty which prevents you from completing a time-sensitive assessment activity, you should contact the UNT Student Help Desk: helpdesk@unt.edu or 940.565.2324 and obtain a ticket number before reporting problems to the instructor. The instructor and the UNT Student Help Desk will work with the student to resolve any issues at the earliest possible time.

UIT Help Desk: [UIT Student Help Desk site \(http://www.unt.edu/helpdesk/index.htm\)](http://www.unt.edu/helpdesk/index.htm)

Email: helpdesk@unt.edu

Phone: 940-565-2324

In Person: Sage Hall, Room 130

Walk-In Availability: 8am-9pm

Telephone Availability:

- Sunday: noon-midnight
- Monday-Thursday: 8am-midnight
- Friday: 8am-8pm
- Saturday: 9am-5pm

Laptop Checkout: 8am-7pm

For additional support, visit [Canvas Technical Help \(https://community.canvaslms.com/docs/DOC-10554-4212710328\)](https://community.canvaslms.com/docs/DOC-10554-4212710328)

Writing Center and Writing Help—If you need additional help with grammar, punctuation, or any other element of composition, the UNT Writing Center may be of assistance. You may wish to schedule a conference with the Writing Center as part of your writing process. The tutors there can answer specific questions about the effectiveness of your essays and may help you get started on a paper, revise a draft, or polish your writing. All writers can benefit from sharing and discussing their work with a trained peer tutor early and often. I am happy to meet with you during office hours to assist with questions on papers or to help with brainstorming, organizing, or finalizing your material. Note that I do not read drafts on computers when meeting in person. Please bring a typed hardcopy.

Public Writing—You should consider that all writing for this course is public writing., including prewriting, drafts, in-class assignments, and final projects, The writing that you submit in this course may be viewed by me and your classmates. Please do not submit any information about yourself that you do not want to be public.

Library skills—Please make yourself familiar with the UNT Library and its resources. You can make an appointment with a reference librarian in order to get one-on-one help using this link: <https://library.unt.edu/forms/reference-appointment/>

Audio/Video Recording: Although UNT is a publicly supported institution, our classroom is not a public space. Therefore, in order to protect the intellectual property and privacy rights of both faculty and students, video and audio recordings are prohibited during class. The exception is for students who have been granted explicit approval as an ODA accommodation; students may not post or otherwise share recordings outside the class, or outside the Canvas Learning Management System, in any form. Failing to follow this restriction is a violation of the UNT Code of Student Conduct and could lead to disciplinary

action. For more information, please consult the full UNT policy at <https://studentaffairs.unt.edu/office-disability-access/faculty/faculty-guide/accommodations-explained/Audio-Recording-Faculty.html>

Carrying of Handguns by License Holders—Students must read UNT’s policy on concealed handguns on campus. Note that 1) licensed persons may legally carry handguns on campus, and 2) the license holder may not carry a “partially or wholly visible handgun” while on campus property.

“Active Shooter” Situations. All students should be aware of UNT’s guidelines for responding to “active shooter situations” (see <http://emergency.unt.edu/get-prepared/Active-Shooter>).

UNT Policies

Academic Integrity Policy

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, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University.

ODA Policy

UNT makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (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. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the ODA website (<https://disability.unt.edu/>).

Prohibition of Discrimination, Harassment, and Retaliation (Policy 16.004)

The University of North Texas (UNT) prohibits discrimination and harassment because 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 in its application and admission processes; educational programs and activities; employment policies, procedures, and processes; and university facilities. The University takes active measures to prevent such conduct and investigates and takes remedial action when appropriate.

Emergency Notification & Procedures

UNT uses a system called Eagle Alert to quickly notify 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.

Retention of Student Records

Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Canvas online system, including grading information and comments, is also stored in a safe electronic environment for one year. Students have the right to view their individual record; however, information about

student's records will not be divulged to other individuals without proper written consent. Students are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the University's policy. See UNT Policy 10.10, Records Management and Retention for additional information.

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 classroom, labs, discussion groups, field trips, etc. Visit UNT's [Code of Student Conduct](https://deanofstudents.unt.edu/conduct) (<https://deanofstudents.unt.edu/conduct>) to learn more.

Access to Information: Eagle Connect

Students' access point for business and academic services at UNT is located at: my.unt.edu. All official communication from the University will be delivered to a student's Eagle Connect account. For more information, please visit the website that explains Eagle Connect and how to forward email [Eagle Connect](https://it.unt.edu/eagleconnect) (<https://it.unt.edu/eagleconnect>).

Student Evaluation Administration Dates

Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. The survey will be made available during weeks 13-16 of the long semesters to provide students with an opportunity to evaluate how this course is taught. Students will receive an email from "UNT SPOT Course Evaluations via IASystem Notification" (no-reply@iasystem.org) with the survey link. Students should look for the email in their UNT email inbox. Simply click on the link and complete the survey. Once students complete the survey they will receive a confirmation email that the survey has been submitted. For additional information, please visit the [SPOT website](http://spot.unt.edu/) (<http://spot.unt.edu/>) or email spot@unt.edu.

Sexual Assault Prevention

UNT 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 UNT policies prohibit discrimination on the basis of sex, and therefore prohibit 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. UNT's Survivor Advocates can assist a student who has been impacted by violence by filing protective orders, completing crime victim's compensation applications, contacting professors for absences related to an assault, working with housing to facilitate a room change where appropriate, and connecting students to other resources available both on and off campus. The Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940-565- 2648. Additionally, alleged sexual misconduct can be non-confidentially reported to the Title IX Coordinator at oeo@unt.edu or at (940) 565 2759.

Support for Survivors of Sexual Assault

If you are a survivor of relational or sexual violence, there is support for you. There are on- and off-campus resources available to survivors at no cost. Counseling and Testing Services can provide confidential mental health counseling. They are in Chestnut Hall 311. You may also call (940) 565-2741 to schedule an appointment. Denton County Friends of the Family is a community agency that offers free counseling and

24/7 crisis hotline services to survivors. Contact them at (940) 387-5131. The UNT Survivor advocate can assist in reporting options, arrange for academic and housing accommodations, schedule appointments and help connect students to UNT and other community resources. They are in Union 409 and can be contacted at (940) 565-2648. To report sexual misconduct to Equal Opportunity & Title IX, visit report.unt.edu. The UNT Police Department can be contacted at (940) 565-3000.

Use of Student Work

A student owns the copyright for all work (e.g. software, photographs, reports, presentations, and email postings) he or she creates within a class and the University is not entitled to use any student work without the student's permission unless all of the following criteria are met:

- The work is used only once.
- The work is not used in its entirety.
- Use of the work does not affect any potential profits from the work.
- The student is not identified.
- The work is identified as student work.

If the use of the work does not meet all of the above criteria, then the University office or department using the work must obtain the student's written permission.

Class Recordings & Student Likenesses

If optional live sessions in this course are held, they may be recorded for students enrolled in this class section to refer to throughout the semester. Class recordings are the intellectual property of the university or instructor and are reserved for use only by students in this class and only for educational purposes. Students may not post or otherwise share the recordings outside the class, or outside the Canvas Learning Management System, in any form. Failing to follow this restriction is a violation of the UNT Code of Student Conduct and could lead to disciplinary action.

Student Support Services

Mental Health

UNT provides mental health resources to students to help ensure there are numerous outlets to turn to that wholeheartedly care for and are there for students in need, regardless of the nature of an issue or its severity. Listed below are several resources on campus that can support your academic success and mental well-being:

- [Student Health and Wellness Center \(https://studentaffairs.unt.edu/student-health-and-wellness-center\)](https://studentaffairs.unt.edu/student-health-and-wellness-center)
- [Counseling and Testing Services \(https://studentaffairs.unt.edu/counseling-and-testing-services\)](https://studentaffairs.unt.edu/counseling-and-testing-services)
- [UNT Care Team \(https://studentaffairs.unt.edu/care\)](https://studentaffairs.unt.edu/care)
- [UNT Psychiatric Services \(https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry\)](https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry)
- [Individual Counseling \(https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling\)](https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling)

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 the instructor know.

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?](#)

Additional Student Support Services

- [Registrar \(https://registrar.unt.edu/registration\)](https://registrar.unt.edu/registration)
- [Financial Aid \(https://financialaid.unt.edu/\)](https://financialaid.unt.edu/)
- [Student Legal Services \(https://studentaffairs.unt.edu/student-legal-services\)](https://studentaffairs.unt.edu/student-legal-services)
- [Career Center \(https://studentaffairs.unt.edu/career-center\)](https://studentaffairs.unt.edu/career-center)
- [Center for Belonging and Engagement \(https://studentaffairs.unt.edu/center-for-belonging-and-engagement/index.html\)](https://studentaffairs.unt.edu/center-for-belonging-and-engagement/index.html)
- [Counseling and Testing Services \(https://studentaffairs.unt.edu/counseling-and-testing-services\)](https://studentaffairs.unt.edu/counseling-and-testing-services)
- [UNT Food Pantry \(https://deanofstudents.unt.edu/resources/food-pantry\)](https://deanofstudents.unt.edu/resources/food-pantry)

Academic Support Services

- [Academic Resource Center \(https://clear.unt.edu/canvas/student-resources\)](https://clear.unt.edu/canvas/student-resources)
- [Academic Success Center \(https://success.unt.edu/asc\)](https://success.unt.edu/asc)
- [UNT Libraries \(https://library.unt.edu/\)](https://library.unt.edu/)
- [Writing Lab \(http://writingcenter.unt.edu/\)](http://writingcenter.unt.edu/)
- [MathLab \(https://math.unt.edu/mathlab\)](https://math.unt.edu/mathlab)

Course Schedule

Week 1 Jan. 12-16
 T Introduction to First-Year Writing at UNT
 R **Quiz #1 Due on Canvas by 8:00 a.m.;** The Narrative Essay; In-Class Writing Exercises
 F UNT: Last Day to Add a Course

Week 2 Jan. 19-23
 T **Quiz #2 Due on Canvas by 8:00 a.m.;** Chee, "The Curse" (handout), 1-5
 R **Quiz #3 Due on Canvas by 8:00 a.m.;** Chee, "The Curse," 6-8
 S UNT: Last Day to Drop Without a W

Week 3 Jan. 26-30
 T *Steps to Writing Well*, Ch. 5 & 8;
In-Class Writing: Narrative, Notes
 R **In-Class Essay: Narrative, Part I**

Week 4 Feb. 2-6
 T **In-Class Essay: Narrative, Part II**
 R **In-Class Essay: Narrative, Part III**

Week 5 Feb. 9-13
 T **Quiz #4 Due on Canvas by 8:00 a.m.;** Dillard, "Intricacy" (handout), 1-4
 R Discussion: Observation Essay Assignment
 Dillard, "Intricacy," continued

Week 6 Feb. 16-20
 T **Quiz #5 Due on Canvas by 8:00 a.m.;** *The Steps to Writing Well*, Ch. 9; Writing Models & In-Class Exercises
 R **Decision on Physical Object/Artifact Due in Class;** *Steps to Writing Well*, Ch. 16 & 6; Writing Models & In-Class Exercises

Week 7 Feb. 23-27
 T **Physical Object/Artifact Due in Class**
In-Class Essay: Observation Notes
 R **Physical Object/Artifact Due in Class**
In-Class Essay: Observation, Section I

Week 8 Mar. 2-6
 T **In-Class Essay: Observation, Section II**
 R **In-Class Essay: Observation, Section III**

ENGL 1310, Sections 021 & 011

Week 9 Mar. 9-13
Spring Break Holiday

Week 10 Mar. 16-20
 T Discussion: The Analysis Essay
 R **Quiz #6 Due on Canvas by 8:00 a.m.;** Dillard, "Intricacy" (handout), 4-8

Week 11 Mar. 23-27
 T Dillard, "Intricacy," continued
 R **Quiz #7 Due on Canvas by 8:00 a.m.;** Dillard, "Intricacy," 8-12

Week 12 Mar. 30-Apr. 3
 T Dillard, "Intricacy," continued
 R **Quiz #8 Due on Canvas by 8:00 a.m.;** Small Group Discussion: Analyzing Rhetoric

Week 13 Apr. 6-10
 T **In-Class Essay: Analysis, Intro**
 R **In-Class Essay: Analysis**
 F UNT: Last Day to Drop a Course With a W

Week 14 Apr. 13-17
 T **In-Class Essay: Analysis**
 R **In-Class Essay: Analysis**

Week 15 Apr. 20-24
 T **In-Class Essay: Analysis**
 R Teaching Evaluations
 Discussion: Reflection Assignment

Week 16 Apr. 27-May 1
 T **In-Class Essay: Reflection**
 R Class TBA

Final Examination Schedule

8:00 Class—Tuesday, May 5 at 7:30 a.m.-9:30
 12:30 Class—Thursday, May 7 at 10:00 a.m.-12:00