Instructor: Elizabeth Kelly

E-mail: kellye@cwu.edu (preferred contact)
lissa.r.kelly@gmail.com (emergency contact only)

Office hours: Email

Course time: Online class—students must log onto Blackboard regularly (two/three times per week) to get full attendance points.

Classroom: Remote

Course Description:

This course is designed to provide beginning creative writing students with experience reading and writing in each of three genres: poetry, creative non-fiction, and short fiction. Discussions and exercises will focus on how to use tools of the writer’s craft—language, setting, characterization, imagery and sensory detail, tone, voice, etc. We will read and examine literary works by established writers to see how the creative implements can be employed, and then students will produce writings of their own using the skills learned. You will be regularly writing and revising during the quarter.

Course Requirements:

You will need access to a computer and high speed Internet. Your papers and assignments need to be submitted on line via Blackboard, and all written work, with the exception of the Discussion Boards, needs to be copied and pasted into the submission tool text box AND turned in as a Microsoft Word document. If you do not have MS Word on your computer, you may use the computers on campus to convert your work to MS Word. I cannot open attached files that are not Word documents. I highly recommend doing your work offline and then attaching a Word file, or copying and pasting your work into the Blackboard text box: if you work online and lose your connection or power, you will lose your work. You will need to check into Blackboard regularly, at least twice/three times a week, to check assignments, announcements, and submit work.

Required Textbook: There will be an online text: The Practice of Creative Writing, Sellers, Heather, 2nd Ed. The text will be available during week two of the course.

Course Outcomes:

- Become familiar with the major tools of creative literary composition and be able to employ them in original works of your own in the genres of poetry, creative non-fiction, and short fiction.
• Be able to read critically and offer constructive suggestions about the work of your fellow classmates, demonstrating in the process your comprehension of literary tools and techniques.
• Augment your sensitivity to language and vocabulary, your creative skills, and your imaginative range and depth.
• Build a portfolio of finished creative work that exhibits your growth as a writer over the course of the term and submit a piece of writing for publication.

Grading
Your final grade will be calculated according to the number of points you earn on the following assignments:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Discussion Board posts</td>
<td>200</td>
</tr>
<tr>
<td>Three Mini-essays</td>
<td>300</td>
</tr>
<tr>
<td>Online Workshops</td>
<td>200</td>
</tr>
<tr>
<td>Reflection Letter</td>
<td>100</td>
</tr>
<tr>
<td>Writing Portfolio</td>
<td>200</td>
</tr>
<tr>
<td>TOTAL</td>
<td>1000</td>
</tr>
</tbody>
</table>

Grading Scale:

- A 930 and above
- A- 900-929
- B+ 870-899
- B 830-869
- B- 800-829
- C+ 770-799
- C 730-769
- C- 700-729
- D+ 670-699
- D 630-669
- D- 600-629

Course Expectations:

• Regular attendance, keeping up with reading, writing assignments, and online components are required of everyone.
• It is expected that readings will be done meticulously and completed when due.
• Treat each others’ work with respect and encouragement.
  o Thoughtful involvement in class communications is expected, especially as the comfort level with sharing work progresses. Just as participation is important, so also is exercising good judgment about said communication.
  o Encouraging an open atmosphere where issues can be explored provocatively, without making people feel pressured or silenced.
  o Respecting opposing views and listening to others are crucial elements of good discussion.
• Submitting a final Portfolio.

Writing Program Expectations:
This course is designed around the belief that writing is a process and that writers depend on a community of readers. I thus expect you to participate in your courses in the
following ways:

- prewriting to inquire, reflect, focus, generate, and clarify content;
- revising to provide economy, clarity, unity, and balance;
- editing your own work and the work of others;
- writing polished prose that is purposeful, clear, and effective;
- understanding and using criteria to assess your own writing;
- working responsibly, managing time well;
- engaging critically and constructively in the exchange of ideas during online discussions;
- demonstrating academic integrity in all written projects.

**How are these expectations connected to your grade?**

- A percentage of your grade is based on your responsible and respectful participation. Students whose fail to participate by logging into the online classroom to engage with me and/or with other students via email and discussion boards will lose points.
- Be sure to start your assignments early. You should take your assignments to the Writing Center BEFORE you submit them. **You will not be able to revise a paper once it has been graded.**
- Turn in your assignments into the designated Submission Folder in Blackboard on time. Late assignments will not be accepted unless arrangements have been made in advance.
- An egregious case of plagiarism will result in a failing grade for the paper and may result in a failing grade for the class. Furthermore, such a violation of the Student Code of Conduct may be reported to Student Affairs. (See the Student Code of Conduct in your CWU Student Handbook if you are uncertain about what behaviors are considered unethical.)

- Papers and assignments need to be copied and pasted into the text box, AND attached as a MSWord Document by 11:59pm on the due date for full credit.
- Because this class meets only remotely, it is imperative that you check in via Blackboard often. You will be held responsible for completing any work assigned during an absence.

**The Writing Center:**

The Writing Center Writing Consultants offer free, one-on-one sessions to all CWU students, of all disciplines and levels. Students can brainstorm ideas, find research, and revise their drafts for organization, citation style, and grammar, learning how to edit their own papers. Both in-person and online consultations are available. There are three ways to request a consultation:

- Call: 509-963-1296/1270 for an appointment.
- Drop in online via Skype. The writing consultants’ username is CWU---UWC.
- Drop in, in person, at one of the three campus locations: Main location--Brooks Library Monday-Thursday and 9 a.m. to 5 p.m. Friday;

Handouts and other writing resources are available at [www.cwu.edu/~writingcenter](http://www.cwu.edu/~writingcenter)

**ADA Statement:**
Students with disabilities who wish to set up academic adjustments in this class should provide me a copy of their “Confirmation of Eligibility for Academic Adjustments” form from the Disability Support Services Office as soon as possible so we can discuss how the approved adjustments will be implemented in this class. Students without this form should contact the Disability Support Services Office, Bouillon 205, or dssrecept@cwu.edu, or (509) 963---2171.

**Diversity:**

Neither I nor CWU will tolerate any form of prejudice or discrimination in this class. I expect each of you to conduct yourself civilly, and with the utmost respect for your fellow students, your instructor, and your resources. To find out more about diversity at CWU, contact the Diversity Education Center at x1685 or see their website at [http://www.cwu.edu/~diversity/](http://www.cwu.edu/~diversity/)

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The schedule below will be updated this weekend. For now, take note of the topics being covered each week.
SCHEDULE AND ASSIGNMENTS
NOTE: This is a tentative schedule meant as a guide. The schedule may change during the quarter. If a change occurs, I will update you via email and through the announcements on Blackboard.
DUE DATES: All assignments must be copied and pasted into the submission tool AND attached as a MS Word doc by 11:59 pm of due date.

WEEKLY COURSE SCHEDULE
Week 1
September 25

Week 2
October 6

Week 3
October 13

Week 4
October 20

Week 5
October 27

Mid Term Exam WEEKEND

Week 6
November 3

Week 7
November 10

Week 8
November 17

Week 9
November 24

**Week 10**
December 1

**Week 11**
December 8:  **FINALS WEEK**

**NOTE:** The instructor reserves the right to *alter any and all components on the syllabus at any time*. Please check the Blackboard Announcements often for a more updates to the schedule.