ENG 512: Advanced Academic Writing

ENG 512-NS2 | 3 Credit Hours | Fall II 2021 – 10/18/2021 – 12/6/2021

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Office Hours: TBD
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Online Synchronous
Meeting: Mondays 5 - 7:45 pm Central/
6 - 8:45 Eastern via Zoom
Phone: 812.464.1748
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Course Description

This course is an elective in the Studies in Rhetoric and Composition sequence of the English M.A. curriculum. In order to improve students' upper division and graduate level writing across the disciplines and strengthen connections between reading and writing, the Advanced Academic Writing course will engage students with composing in scholarly genres that require effective application of rhetoric and writing studies approaches to original research and analysis; integrating, citing, and documenting sources; and synthesizing information with a view toward publication in professional, academic outlets in students' areas of disciplinary focus. This course is cross listed with PRFS 412: Advanced Academic Writing and LBST: 512: Advanced Academic Writing.

Prerequisites:
Admission to the MAE program or consent of the Instructor and Director of the MAE program.

Course Learning Objectives

Upon successful completion of this course, students will be able to:

Rhetorical Knowledge
Compose original research in multiple academic genres (i.e., proposals, conference papers, and presentations) for a variety of audiences and contexts.

Critical Thinking, Reading, and Composing
Analyze academic conversations by rhetorically reading a variety of academic texts (e.g., calls for papers, journal articles, conference papers, and presentations).

Processes
Synthesize reliable sources.

Conventions
Apply ethically the student's chosen academic citation style (e.g., MLA, APA, and Chicago).

Select the appropriate genre conventions, language, grammar, and rhetorical style for the writer's purpose, audience, and context.

Program Learning Outcomes

All coursework in Master of Arts in Liberal Studies courses supports the development of the following skills:

1. **Effective Communication**: The ability to connect with a variety of audiences in a variety of contexts, with a variety of media.
2. **Information Literacy**: The ability to identify the need for information, locate reliable sources, and validate information and evidence applicable to specialized and broad-based topics.
3. **Data Literacy**: The ability to understand and communicate number-based information.
4. **Cultural Literacy**: The ability to recognize and act upon the impact of different cultural perspectives in a variety of situations or settings.

Communication Guidelines

Netiquette

All class communications and interactions with other students and the professor should follow common social standards for respect and courtesy. Learn about the [USI Netiquette Guidelines for Online Students](#) so that you can get the most out of your class.

Communication Expectation

Email is the best way to contact me when you have questions, when you need to let me know something is going on in your life, or if you need cheerleading and encouragement. I typically respond within 24 hours and during the hours of 9am and 4pm Monday through Thursday and 9am to 12pm on Fridays. It may take me longer to respond over the weekend as I try not to do anything work-related on Saturdays and Sundays. Please plan your writing emergencies accordingly -- it's difficult for me to help if you contact me the night something is due. When it comes to providing feedback on your assignments, I typically respond to your work within one week, but it can take me up to two weeks to provide feedback.

Blackboard Course Site Overview

Your supplemental instructional materials and all of your assignments will be posted on Blackboard. Currently, our Blackboard site always opens up to the "START HERE" page, which includes an overview of the course, important course documents (syllabus, schedule, and grade contract), and directions for setting up the course on your mobile phones. The left column has links to various course content. In the top section, you can access the syllabus, grade contract, announcements, and online office hours. In the "Course Content" section, you have links for the module assignments, additional assignments, and weekly modules. Clicking on "Course Modules" sends you to a page that houses folders for each week of the course. Clicking on a module folder provides an overview of the week, readings for the week, and the assignments due that week. In the "Tools" section, you can check your grades (which will be updated every 1-2 weeks) and send an email to your instructor. Finally, the "Resources" section has USI resources that you might find helpful not only in this course, but in other courses (even face-to-face courses). Should you have any trouble finding information, please feel free to reach out to me. I'm always happy to answer any questions you have about the course.

Course Requirements

Textbooks and/or Course Materials

- **Required Textbooks:**
    - Booth, Wayne C., et al. *The Craft of Research*. 4th ed., U of Chicago P, 2016. ISBN: 978-0226239736.
    - Adler-Kassner, Linda, and Elizabeth Wardle. *Naming What We Know: Threshold Concepts of Writing Studies*. Classroom ed., Utah State UP, 2016. ISBN: 978-1607325772.
        - E-Book Note: You are welcome to purchase e-book textbooks for this course.

- **Supplemental Texts:**
    - All supplemental chapters, articles, and essays will be posted to Blackboard in the corresponding module in the schedule.

- **Handbook**
    - This semester, our handbook will be *Purdue OWL*, an online writing center that has resources on citations styles (MLA, APA, and Chicago) and grammar: https://owl.purdue.edu/owl/purdue_owl.html

Technical Requirements

- **A Reliable Computer:** a dedicated computer with an updated operating system, such as Windows 7 or later, or Mac OSX.
- **High-Speed Internet Connection:** (e.g. DSL or Cable). All USI online students are required to have a stable high-speed Internet connection. A wired Internet connection is recommended for online meeting, exams, and assignment submission.
- **Office 365** (USI login needed) & Adobe Acrobat Reader installed.
- **Supported Web Browser:** Firefox or Google Chrome
- Microphone & Webcam

* More information on the system requirements for taking online courses can be found at USI Online Learning System Requirements

Minimum Technical Skills
- Blackboard navigation
- Communicating via USI email
- Commenting and sharing VoiceThread presentations
- Saving and submitting files in an appropriate format (.docx, .rtf, and .pdf).

Minimum Digital Information Literacy Skills
Digital information literacy refers to the ability to locate, evaluate, apply, create, and communicate knowledge using technology.

Examples of digital information literacy skills include:
1. Using online libraries and databases to locate and gather appropriate information;
2. Using computer networks to locate and store files or data;
3. Using online search tools for specific academic purposes, including; the ability to use search criteria, keywords, and filters;
4. Properly citing information sources;
5. Preparing a presentation of research findings

Assessments

Research Journal
Your research journal assignments are low-stakes writing assignments designed to engage with the course material in each module. Each module will include directions and grade information for that module's research journal assignment. Most research journal assignments will be in the form of responses to the module's texts and/or additional research conducted by the student. All assignments are noted in the schedule, and all assignments will be posted to Blackboard.

Writing Assignments
Your writing assignments are more polished products from your research this semester. Several of the writing assignments will lead up to your conference paper and presentation at the end of the course. This semester, you will compose a **proposal**, an **annotated bibliography**, a **methodology report**, a **conference paper**, and a **conference presentation**. Directions and grading information for each writing assignment will be included in the module in which the writing assignment is due. All writing assignments are noted in the schedule, and all assignments will be posted to Blackboard.

Metacognitive Reflections (For A Students only)
Students working toward an A will complete weekly metacognitive reflections in which they contemplate their prior knowledge, current knowledge, and potential transfer routes for what they have learned throughout the semester. Directions for each metacognitive reflection will be included in the module in which the reflection is due. All metacognitive reflections are noted in the schedule, and all assignments will be posted to Blackboard.

Grading Methods

Grade Contract
I do not feel it is fair to evaluate you in a traditional way through points and percentages that lead to an overall grade. Instead, this class is centered on your labor. Thus, your course grade is determined by a Grade Contract, which details the number of projects you are to complete for the grade you choose, and you will be assessed on successful and timely completion of the projects. All of your projects will have detailed formative feedback to help you grow throughout the term; I feel feedback is much more beneficial than a one-dimensional grade. Also, you will

likely become a better writer (and enjoy writing more) in the long term if you learn to assess your own writing.

So how are grades calculated? Grades correspond to the amount of work a student completes throughout the semester. An A student, then, completes more work than a C student. Don't worry, though! All of your assignments have detailed descriptions and include formative feedback, so you will know if you are on track for completing your assignments. Moreover, you can revise a project as many times as you need in order to pass the project.

In short, each assignment will be graded on a Pass/Revise and Resubmit scale:
- Your work will receive a pass (P) or revise and resubmit (R) marks rather than points.
- Revise and resubmit (R) work is not yet acceptable and needs to be revised and resubmitted until passed to count. You can revise as many times as you need!

For more information about how your grade will be determined, please see the Grading Contract at the end of this syllabus.

Course & University Policies

Participation

To obtain full credit for participation, students are expected to attend all online class sessions, and students are expected to complete and pass all of the research journal assignments and writing assignments. For more information about required assignments as they relate to your grade, please review the Grade Contract at the end of this syllabus.

Late Assignment Policy

You agree to turn in properly and on time all the work and assignments expected of you. This means you'll follow the instructions and guidelines for each assignment. During the semester you may, however, turn in a few informal writing assignments late. The exact number of those assignments is stipulated on the table on your grade contract. **Late work is defined as any assignment that is turned in AFTER the due date/time BUT within 48 hours of the deadline.** If you turn work in **AFTER the 48 hours or if I have no record of you doing work or turning it in**, it is considered as missed. Missing the work that is crucial to your development is unacceptable, so accumulating much missing work will keep you from meeting our contract expectations. **Writing assignments cannot be missed if you desire to pass this course.** Please see the grade contract below for more information about how late and missed work can affect your grade.

Academic Integrity

Students have the right and responsibility to pursue their educational goals with academic integrity, which is the hallmark of truth and honesty in an engaged university community. Please view the Academic Integrity Policies and Procedures.

Civility Statement

The university is dedicated to a culture of civility among students, faculty, and staff. The university embraces and celebrates the many differences that exist among its members and strives to maintain an environment that respects differences and provides a sense of belonging

and inclusion for everyone. Please view [Student Rights and Responsibilities: Code of Student Behavior](#) and [Equal Opportunity and Non-Discrimination policy](#).

Class Withdrawal & Incomplete Policy

It is the student's responsibility to officially drop/withdraw from any courses before the deadline. The university does not withdraw students from any classes. Please refer to the [USI Academic Calendar](#) for specific dates. For more information, please visit [Registrar's Office Schedule Changes.](#) Under special circumstances, students may petition for an incomplete grade. However, it is up to the course instructor to decide if an incomplete will be granted. Students receiving an incomplete grade will need to complete all course requirements by the agreed deadline to avoid an "F" grade.

Disability Accommodations

If you have a disability for which you may require academic accommodations for this class, please contact Disability Resources at 812-464-1961 or email Disability Communications at usi1disres@usi.edu as soon as possible. Students are approved for accommodations by Disability Resources should request their accommodation letter be emailed to them to forward to their online instructors. Due to the nature of online courses, some accommodations approved for on campus courses may not apply. Please discuss this with Disability Resources to clarify as needed. Students who receive an accommodation letter from Disability Resources are encouraged to discuss the provisions of those accommodations with their professors before or during the first week of the semester. If you will be in an internship, field, clinical, student teaching, or other off-campus setting this semester please note that approved academic accommodations may not apply. Please contact Disability Resources as soon as possible to discuss accommodations needed for access while in this setting. For more information, please visit the Disability Resources website at [USI Disability Resources](#).

SafeAssign

SafeAssign is a problematic tool, and one that composition instructors should question ethically before employing it in their courses. At the outset, SafeAssign appears to be a harmless tool to discourage plagiarism. However, SafeAssign collects and aggregates students' data, and then uses that data to detect plagiarism in a rather faulty manner by noting any recurring phrases and citations as plagiarism. Moreover, when an instructor uses SafeAssign, they send the message that the student is guilty of plagiarism without even working with the student first. While SafeAssign may discourage plagiarism, there are other far more effective methods for preventing plagiarism, such as well-structured assignments, scaffolded instruction for synthesizing and integrating secondary sources, and anti-discriminatory grading methods.

As such, I do *not* use SafeAssign and I do *not* encourage any writing instructors to use it, either.

Title IX, Sexual Assault and Gender Violence Policy

USI does not tolerate acts of sexual misconduct, including sexual harassment and all forms of sexual violence. If you have experienced sexual misconduct, or know someone who has, you may seek help by contacting USI's Title IX Coordinator, Carrie Lynn, at 812-464-1703 or at

cnlynn@usi.edu. Find more information and resources about [Sexual Assault Prevention and Response](#).

Technical Support

Help Desk Support

Since your professors are not trained as technology experts, they will not be able to assist you with your technical needs. If you have any issues with Blackboard, Zoom, Panopto, VoiceThread, or any other technology, please contact the [Help Desk](#) at 812-465-1080 or send an email to [it@usi.edu](#). To learn more about the USI helpdesk, please visit [USI IT Help Desk](#)

Additional Training Documentation

- **[Blackboard](#)**
- **[Zoom](#)**
- **[Panopto](#)**

- **VoiceThread**
  - [USI Online Learning VoiceThread Tutorials](#)
  - [VoiceThread How To](#)

Privacy Policies & Accessibility Statements

For detailed information about the privacy policies and accessibility statements of the course technologies, please visit [USI Online Learning Support Services](#)

Academic Support Services

Academic Skills

[Academic Skills- Tutoring](#)

This office offers tutoring and learning assistance to help you develop skills to succeed in your academic life. To contact them, please call 812-464-1743 or go to the website above to find the latest tutoring schedule. In addition to tutoring in math and other content areas in Academic Skills, please note that the Writers' Room (ED 1102) provides writing assistance in person and online. To use this service, please contact their office by calling 812-461-5359 or visit their website at [USI Writers' Room](#)

How to Cite Sources (APA, MLA, Chicago, Turabian, etc.)

[Rice Library Libguides for Citing Sources](#)

Research Guides

Research assistance, subject guides, and useful resources compiled by your friendly librarians. [USI Lib Guides](#)

Counseling Center

The Counseling Center is open every Monday through Friday from 8:00 am to 4:30 pm CST. You'll find the Counseling Center in the Orr Center, Room 1051; their phone number is 812-464-1867 [USI Counseling Center](#)

Disability and ADA Support

Disability and ADA Support

Student Grievances

Student Grievances and Complaints Information

Additional Student Resources

The university provides a comprehensive range of support services and activities for students. Please refer to Student Support Services for detailed information regarding academic advising, registration, financial aid, student affairs, counseling, career services, etc.

Financial Aid Office

Information about current or future financial aid (including the implications of withdrawal from courses) can be obtained from the University Financial Aid Office. The office open is every Monday through Friday from 8:00 am to 4:30 pm CST; phone 812-464-1767, or email them at finaid@usi.edu

Student Basic Needs

Students who have difficulty affording food on a regular basis or lack a safe place to live and believe this may affect their class performance are encouraged to contact the Dean of Students Office and view a list of resources.

University Health Center

The University Health Center is a full-service clinic offering medical services and health-related information to students, faculty, and staff. It located in the lower level of the Health Professions Center and is open Monday through Friday, 8 am to 4:30 pm CST. Click on this link to learn more about the Health Services offered at USI, or to make an appointment, please call 812-465-1250.