

# Introduction to Creative Writing Syllabus

WRTG 205 Intro to Literature Spring 2025

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<b>Office Location</b>	Visiting Faculty Office	<b>Email</b>	Ks734@evansville.edu
<b>Course Meeting Days and Time</b>	11:00-12:15 pm, Monday and Wednesday	<b>Student Drop-In Office Hours</b>	By appointment
<b>Course Mode</b>	In Person		

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## Course Information

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### Catalog Description:

Introduces basic experience and techniques of description, characterization, poetry, and narration. This introductory course will use Travel Writing in its various forms to develop craft in writing technique: destination articles, travel memoir, travel essay, and roundups/guidebooks. Students will write about their current experience studying abroad, including at least one required college-organized excursion. UE Outcome 5.

### Credit Hour Policy Statement:

**Standard lecture:** "This class meets the federal credit hour policy of 1 hour of class with an expected 2 hours of additional student work outside of class each week for approximately 15 weeks for each hour of credit, or a total of 45-75 total hours for each credit." (Def 1)

### General Education Requirements:

This course meets the General Education requirements for Outcome 2 Overlay E Writing.

### Course Learning Outcomes:

Students will develop and practice creative writing techniques and skills.

Students will draft, revise, workshop, and polish multiple pieces of writing.

Students will write in a variety of genres.

Students will create a portfolio of their travel-related writing.

### Required Materials:

Students must attend one or more college-sponsored excursion before mid-term (28 February 2025).

To purchase: *The Soul of Place: A Creative Writing Workbook* by Linda Lappin, Travelers' Tales (Solas House), 2015. ISBN 978-I-60952-103-5

Additional readings from *Keywords in Travel Writing Studies*, as well as model genre examples of travel writing, will be provided via PDF.

**Methods of Instructions:**

You will read, analyze, and discuss models of travel writing from a variety of genres.

You will write a lot: as homework, and during class sessions. Regular writing practice will help you develop the various techniques of creative writing, as well as give you a lot of material to work with to develop your final portfolio.

You will participate in writing workshop with your classmates. You will share your work, read each others' work, and give each other verbal and written feedback.

**Withdrawal and Attendance policies:**

**Important Dates.**

Friday 17 January is the last day for drop/add changes

Friday 11 April is the last day to Withdraw from a Spring class

Harlaxton College expects regular class attendance by all students. Students are considered sufficiently mature to appreciate the necessity of regular and punctual attendance, to accept this personal responsibility and to accept the consequences of failure to attend. When absences occur due to emergency or medical reasons, students are expected to notify their instructors of the absence prior to class or to seek the assistance of the College nurse or a member of the Student Experience Team for help in notifying instructors.

Instructors have the authority to grant excused absences for medical, psychological, or personal reasons upon review of appropriate documentation and professional recommendation supporting such a request. In the event of long-term illness, reasonable accommodations will be made to allow a student to complete a course. In these cases, the Dean will need to approve the long term nature of the accommodation.

The Dean of Harlaxton College has the authority to grant excused absences for medical, psychological, or personal reasons.

Each instructor is expected to maintain an attendance policy in keeping with the nature of the Harlaxton program and may consider it in evaluating performance in their courses.

**Policy Governing Unexcused Absences:**

Harlaxton College operates an attendance policy that is binding on all faculty and students. The number of unexcused absences that are allowed before incurring a penalty is related to the number of times a class meets each week. For courses which meet three times a week,

students are allowed a maximum of three unexcused absences during the semester without attracting penalty points. For courses meeting twice a week two such absences are permitted, and for courses meeting once a week a single absence is allowed. Additional unexcused absences will attract a grade penalty.

This class meets twice a week. Students are allowed two unexcused absences without incurring a penalty. For the third and each subsequent absence, there will be a third-letter grade deduction applied to the final grade at the end of the semester. In other words, five total unexcused absences will result in a deduction of one full letter grade.

#### **Policy Governing Excused Absences.**

- Excused absences are not given to facilitate student travel independent of College-sponsored travel.
- Students may be permitted to miss class because of participation in academic field trips.
- Instructors must co-ordinate and confirm academic fieldtrips with the Dean, prior to the commencement of the Semester to ensure their inclusion in the Semester timetable.
- Where authorization for an academic fieldtrip is requested after the commencement of the semester, the request must be submitted to the Dean.

The following information is required:

- Purpose and brief description of the official Harlaxton event or academic fieldtrip.
- Dates, location, and times (as applicable).
- Alphabetical list of students involved [Last Name/First Name] along with their student identification number.

If approval is granted:

- Instructors affected will be notified at least one week prior to the class period during which absence is anticipated, or as soon as possible.
- Missed class time due to student participation is to be considered an excused absence.
- The grade of a student may not be lowered in any class due to excused absences.
- It is the student's responsibility - to take the initiative by consulting with their instructors before the absence occurs, and - to do what is required by the instructor to make up all missed assignments and/or examinations.
- Instructors are required to assist students in these occasional situations of excused absences.

#### **Grading Criteria:**

I will use these percentages to calculate final grades. I round up to the nearest whole number (i.e., 92.5 rounds up to 93% and 92.2 remains 92%).

B+ = 86-89% C+ = 76-79% D+ = 66-69%

A = 93% or higher                      B = 83-85%    C = 73-75%    D = 63-65%    F= 59% or below

A- = 90-92%                      B- = 80-82%    C- = 70-72%    D- = 60-62%

### Types of Assignments

**Preparation and Presence (daily or weekly throughout the semester):** Work for this category accounts for your daily homework, preparation, and presence in class sessions. Assignments in this category will earn either Complete or Incomplete credit. Credit cannot be awarded for this category if students do not attend class. Preparation and presence work counts for 15% of your grade.

**Writing Exercises (daily or weekly throughout the semester):** Work for this category will largely come from *The Soul of Place*. Exercises may be assigned to be completed while on excursions or otherwise as homework, or they may be completed during class. Writing exercises count for 20% of your grade.

**Expanded/Revised Exercises (twice):** You will expand or revise two (or more) of your writing exercises to workshop with your classmates. The due dates for these will be individually assigned to each student. Expanded/Revised Exercises count for 20% of your grade.

**Travel Writing Craft Analysis (six readings):** You will analyze the craft of the travel writing genre models we study as a class. The purpose of these analyses is for you to “read as a writer” and notice the moves the author makes to achieve their writing goals. Travel writing craft analysis work counts for 15% of your grade.

**Peer Workshop Letters and Discussion (one for every workshop session):** You will read and respond, verbally and in writing, to your classmates’ expanded/revised exercises that they submit. Your classmates’ will distribute their work a week in advance of their workshop day, and your written and verbal feedback will be due on the day of the workshop. Peer workshop letters and discussion count for 10% of your grade.

**Final Portfolio (one, due 21 April):** In lieu of a final exam, you will gather and submit a portfolio of 4-5 pieces, along with a cover letter to explain the rationale for your choices, that you would like to submit for consideration and evaluation. Two pieces will be revisions of the pieces you submit for workshop rounds, and the others will be versions of writing exercises or other writing you do during the course of the semester. The portfolio will represent your work and development as a travel writer over the course of the semester. Specific guidelines will be distributed closer to the due date. The final portfolio counts for 20% of your grade.

**Honor Code:**

All students at the University of Evansville agree to the University honor code: *I will neither give nor receive unauthorized aid, nor will I tolerate an environment that condones the use of unauthorized aid.*

Unauthorized aid, in this class, includes copying work from already-existing writing online; AI-generated text; having another human write your work for you.

The use of assistive technologies, like audio books, voice-to-text programs, or screen readers, is perfectly acceptable.

**Course AI Policy:**

This course is designed for you to develop your knowledge and skills with regard to reading, analyzing, thinking about, and discussing literature. Using generative AI (like Chat GPT or Google Gemini) or writing assistants (like Grammarly) means that you are not participating in the learning goals for this class.

*If AI is permitted in specific circumstances:*

In this course, submission of any work that is not entirely your own is considered academic dishonesty unless otherwise specified. This means that the use of generative AI tools is prohibited, except for certain assignments for which you are given specific guidelines and examples of appropriate AI use. When permitted, you must clearly identify and cite the AI tools used. Submitting AI-generated work as your own constitutes a violation of academic integrity as an example of unauthorized aid.

**Course Schedule:**

A detailed calendar with specific reading assignments, other homework, and writing exercises will be distributed during the first week of class in January 2025.

Week One: Introduction to Travel Writing and genres

Week Two: Destination Articles

Week Three: Round ups and Guidebooks; Writing Exercise and Craft Analysis

Week Four: Travel Fiction; Writing Exercise and Craft Analysis

Weeks Five-Six: First round of Workshop. First Expanded/Revised Writing piece due for all students on 10 February.

Week Seven: Writing about your college-sponsored trip; public reading; writing exercise

Week Eight: Midterm Break

Week Nine: Poetry,

Week Ten: Travel Memoir Essays; Writing Exercise and Craft Analysis

Week Eleven: Travel Blogs and Influencers

Weeks Twelve-Thirteen: Second Round of Workshop. Second Expanded/Revised Writing piece due for all students on 31 March.

Weeks Fourteen-Fifteen: Portfolio Workshop. Final portfolio due on Monday 21 April. Public reading during class on Wednesday 23 April.

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### University Policy Statements

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#### **Disability Policy:**

The University of Evansville is committed to providing an accessible and supportive environment for students with disabilities. It is the policy and practice of the University of Evansville to make reasonable accommodations for students with properly documented disabilities. Students should contact Disability Services at 812-488-2663 to seek services or accommodations for disabilities. Written notification to faculty from Disability Services is required for academic accommodations.

#### **Institutional Equity and Title IX**

UE is committed to fostering an atmosphere free from harassment and creating an inclusive campus for all members of the University community regardless of their sex, sexual orientation, gender identity, race, religion, ethnicity, country of origin, ability, or veteran status. All Faculty members are considered Responsible Employees and required to report instances of discrimination, harassment, or sexual violence to the Office of Institutional Equity

You may also choose to speak to a Confidential Resource about your experience. Confidential Resources at the University include:

Counseling Services: 812-488-2663, [counselingservices@evansville.edu](mailto:counselingservices@evansville.edu)

Crayton E. and Ellen Mann Health Center: 812-488-2033, [healthcenter@evansville.edu](mailto:healthcenter@evansville.edu)

Spiritual Formation Coordinator: 812- 488-5265, [spiritualformation@evansville.edu](mailto:spiritualformation@evansville.edu)

If you or someone you know has been harassed, assaulted, or discriminated against you can find the appropriate resources by contacting the Assistant Director of Institutional Equity and Title IX Coordinator: email [titleix@evansville.edu](mailto:titleix@evansville.edu) ; phone (812) 488-5261. For more information visit <https://www.evansville.edu/offices/titleix/policy.cfm> .

#### **Non-discrimination Statement**

The University of Evansville expects all members of its community to treat each other with respect and civility. Harassing behaviors directed towards any member of our community will not be tolerated. As part of its commitment to non-discrimination, the University specifically prohibits harassment based on any other characteristics set forth in its nondiscrimination statement as follows: including race, color, gender, gender identity and expression, sexual orientation, creed or religion, national origin, age, disability, veteran status and all federally protected groups/classes. Any form of harassment undermines the mission of the University and negatively impacts the University community as a whole. For more information contact the [Center for Inclusive Excellence](#).

#### **Campus Safety**

All members of the UE community are automatically enrolled in the Ace Alerts Emergency Alert System. When the system is activated, emergency notification information is sent in the following manner: calls to campus IP phones, text messages, emails, campus housing speaker system, active threat sirens (non-weather related), digital signage, and AlertUS desktop on campus-owned computers.

**To contact the Office of Public Safety:**

**Emergencies:** 812-488-6911

**Non-emergencies:** 812-488-2051

**Complaints, Grievances, and Appeals**

The University of Evansville seeks to resolve all student concerns in a timely and effective manner through policies and processes documented in the University [Course Catalog](#) and [Student Handbook](#).