



## **ENG 1302: Written Argument and Research**

### **COURSE SYLLABUS: Spring 2013**

1302.023 HL 302 12:30-1:45pm

1302.006 HL 208 2:00-3:15pm

**Instructor:** Khimen Cooper

**Office Location:** HL 115

**Office Hours:** Tuesdays and Thursdays 9:00am-11:00am

**Office Phone:** 9038865263

**Office Fax:** (903) 886.5980

**University Email Address:** [khimen.cooper@tamuc.edu](mailto:khimen.cooper@tamuc.edu)

**Class Web Site:** <http://1302spring13.wikispaces.com>

**PLEASE NOTE:** This is a common syllabus used by all graduate students teaching sections of this course.

## **COURSE INFORMATION**

### **Course Description:**

This course is all about conducting research. In the writing program at Texas A&M University Commerce, we believe that students learn to do research best by conducting research products of their own design but with some focus and help of their instructors. Therefore, in this class you will conduct ethnographic research projects in which you will “go out into the field” in efforts to learn something about reading and writing in contexts or in it’s “natural habitat.” You will then become more informed about these findings by comparing what you’ve learned with scholarship conducted by professional researchers and conducting further “library research” to help you create a more informative research report. You’ll finish the semester by presenting your findings in a public forum called The Celebration of Student Writing. The Celebration will be held Friday, May 3 from 2-4PM in the Field House.

### **Student Learning Outcomes:**

- Students will be able to identify features of ethical research practices.
- Students will be able to evaluate subject position and how it can affect research findings.
- Students will be able to identify conventions of research and citation in academic texts.
- Students will be able to articulate features of academic research writing.

### **Materials – Textbooks, Readings, Supplementary Readings:**

*Textbooks and Materials Required:*

Adkins, Tabettha. *Ethnographic Inquires in Writing*. Southlake, Texas: Fountainhead Press, 2010. 978-59871-435-7

Sunstein, Bonnie Stone and Elizabeth Chiseri-Strater. *FieldWorking: Reading and Writing Research*. Bedford/St. Martin's, 2006. 978-0-312-43841-8

Three-ring binder that will serve as your Research Portfolio (see below)

Dividers for Portfolio Binder

A solid Spiral Notebook or Composition Notebook for Daily Journal entries (Loose leaf notebook paper will *not* be accepted)

Thumb drive or other means (dropbox.com account, for example) of storing digital versions of the essays and other written material you generate (always, always keep a backup of everything you turn in!)

Access to your **University email address** that you check everyday

Access to a printer, ink, and paper OR money on your Leo Card (University ID) for printing purposes

*Optional Texts:*

Resources for Ethnographic Research (asking good interview questions, professional associations' codes of ethics, etc.)

<http://web.tamu-commerce.edu/academics/colleges/humanitiesSocialSciencesArts/departments/literatureLanguages/firstYearWriting/interviewQuestions.aspx>

The Celebration of Student Writing at Eastern Michigan University

<http://www.emich.edu/english/fycomp/celebration/index.htm>

Some of our past Celebrations:

<http://www.youtube.com/watch?v=cMWkdAzGYvw>

<http://www.youtube.com/watch?v=3r0PGbfhHIo>

<b>COURSE REQUIREMENTS</b>
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**Instructional / Methods / Activities Assessments**

**Grading:**

- **Revisions:** I will offer revision suggestions as I grade your work throughout the semester and I highly recommend the Writing Center for revisions. Those who choose to may revise their writing assignments. The revised Writing Assignment must be turned in by the time the next writing assignment is due- however, the revised essay must be turned in with the first, graded, essay and rubric to receive a new grade. Only one revision per assignment. However, all of your work may be revised before turning it in for your final portfolio. *Those who do not turn in Writing Assignments, or who fail due to plagiarism will not be allowed to revise.*
- **Printed Work:** All work will be typed and printed for this class. Handwritten work, with an exception of journals and assignments completed during class time, will **NOT** be accepted. Electronic assignments will only be accepted if the student has previously discussed the issue with the instructor and received permission. Otherwise, all work will be printed and turned in *on time*.
- **Late Work:** Late work will only be accepted if you have previously talked to me/ emailed me about the issue. *All* of your assignments must be printed and turned in on time. Electronic work will not be accepted. Printer “malfunctions” are something students should apprehend, so not waiting until the last minutes is highly recommended. This class will be moving too quickly for late work to be an option. Pay attention to due dates.
- **Extra Credit:** Those who are interested can receive extra credit throughout the semester. If you visit the Writing Center to work on your assignment (at least one day before it is due) *with a tutor* (these sessions usually last about an hour) you can turn in their Writing Center sheet stapled to the back of your Writing Assignment and receive an extra 10 points on the assignment. Your Writing Center sheet must be turned in with the writing assignment to receive any extra credit.
- **Extra Credit:** Print out your syllabus and have my sign it by Thursday of week 2 (1/24) then hang on to it for the entire semester. Bring it to your end-term conference and I will replace your lowest journal grade with a 100.

### Grading Scale:

90-100	A
89-80	B
79-70	C
69-60	D
59 and below	F

### Assignment Grading Scale:

WA1	5%
WA2	5%
WA3	5%
WA4	10%
Annotated Bibliography	10%
Quizzes and Journals	5%
Conferences	5%
Participation and	5%

Attendance	
Celebration of Student Writing	15%
Final Ethnographic Essay	15%
Research Portfolio	10%
Field Notes, Interviews, and Artifacts	10%

### Assignment Descriptions:

*Writing Assignment 1- Research Framework and Methodology (5%):* Now that we've refreshed ourselves on the concept of "literacy," let's reflect on what we've read up until this point about it. Using the work that we've read so far, describe your theory of literacy. What is it? Include quotes from the reading. Discuss literacy events and literacy practices and explain not only what they are, but offer examples of both. Consider your upcoming research project and describe how you intend to look for literacy in its context. You will definitely be searching for various forms of texts once you choose a site, but what other kinds of literacies will you search for and how do you intend to do so? Think of this essay as a type of introduction to your study.

Length: 3-5 Pages (Approx. 1200 words) not including Works Cited

Essay will include at least three quotes from the reading

*Writing Assignment 2- Research Proposal (5%):* In this short essay, you should explain the site that you wish to do your research for your project. This essay should include what it is you will be looking for at the site and why you believe the site is an appropriate choice. In interest of conducting ethical research, explain your connection to this site (i.e. you eat lunch there often, you know someone who works there, etc.). Remember, although you can have a connection to the site, you shouldn't be completely part of it (i.e. it can't be where you work, live, your church, your fraternity/sorority, etc.). You will explain what you expect to learn about literacy in this site and the kinds of literacies you expect to find there.

Length: 2-3 Pages (Approx. 1000 words) Not including Works Cited

Essay should include at least one quote from the reading

*Writing Assignment 3- Informed Consent and Code of Ethics (5%):* Using The Belmont Report as a frame work and the Codes of Ethics developed by professional organizations like [The Modern Language Association](#), [The American Anthropological Association](#), [The Association of Internet Researchers](#), or [The American Folklore Society](#), create a Code of Ethics you will follow in your own research. Your Code of ethic should include at least one quote from the Belmont Report, Reference at least one of the codes listed above, and also include a quote from the class readings (along with the Belmont report citation). Once you have created your Code of Ethics, you will also need to create an **Informed Consent form** that your research participants will read and sign. Remember that your research participants are the audience for this text, so you'll want to create an informed consent sheet that *makes sense to them* but also follows the guidelines and expectations of your instructor.

Length: 4-6 pages including informed consent page

*Writing Assignment 4- Ethnographic Setting Essay (10%):* In this essay, you will show off your ability to use descriptive language to "paint a picture with words." Your goal is to describe your research site so thoroughly and completely that readers feel they have been there themselves.

This essay will eventually become part of your final ethnographic essay. Have fun with this essay and be as creative and descriptive as you can. Think about sights, sounds, smells, temperature, etc. while writing this.

Length: 4-6 pages/ Approx. 1500 words

*Annotated Bibliography (10%):* Since good ethnographic research involves both fieldwork and traditional library research, you will need to gather sources that inform what you learn in your fieldwork. These sources should be books, peer reviewed journal articles, and other relevant sources *approved by your instructor*. Since the research you're doing is scholarly, you will *only use scholarly sources to support your claims*. (That means no *Wikipedia* or Dictionary entries, for example.) You must annotate **eight items**. These items will include proper bibliographic information followed by annotations. Annotations should be 80-100 words in length a piece *not including bibliographic information*.

*Quizzes and Journals (5%):* There will be five quizzes throughout the semester and daily journals. These completely depend on attendance and can't be made up. The quizzes will be based off of previous readings and journals will vary throughout the semester. The instructor will randomly take up journals throughout the semester for grading and you *must have your journal* in class with you to receive credit. Loose leaf paper will not be accepted for a journal, and students will *not* be allowed to "run" and get their journals to turn them in.

*Field Notes, Interview, and Artifacts (10%):* Students will gather field notes, interviews, and artifacts throughout the semester. They will have work days to do this, and will also be visiting their site on their own time. Students will receive grades on the work that they bring in from the field throughout the semester- all of which will be included in their final project.

*Attendance and Participation (5%):* It's important to attend class so you can keep up with what's going on. Similarly, participation is vital. Students will be graded on both attendance and participation every day so not only coming to class but actually participating in discussions and group exercises is important.

*Conferences (5%):* There will be two conferences during the semester, a mid-term and an end-term conference. Students will sign up for conference times the week before and will meet during class time, or during the instructor's office hours. Students will be expected to show up for the time that they sign up for. Conferences will be held back to back, so students who miss their time will not be able to make it up.

*Celebration of Student Writing (15%):* Friday, May 3 from 2-4 PM in the Field House. The Celebration of Student Writing is an event held every semester where students enrolled in ENG 1302 demonstrate and show-off what they learned in their research projects. You should create some kind of display with artifacts, visual elements, and information about what you learned in your research. The "celebration" will look like a science fair with rows of tables and projects displayed. Your participation in this event is mandatory. You will need to arrive 30 minutes early to set up and will stay for the entire two hours.

*Final Ethnographic Essay (15%):* A final essay detailing the results of your study, what your findings mean in relation to the field of literacy studies, etc. Look to chapters four and five in *EIHW* for what this project should *look like*. Keep in mind that other essays you've composed this semester including WA1, WA3, WA4, and the annotated bibliography will all be part of this

essay. This essay will include quotes from all eight of your sources.  
Length: 15-18 pages/ Approx. 3600-4000 words

*Research Portfolio (10%):* In your research portfolio you'll include all of your drafts from the semester (including your graded essays), informed consent forms, informal writing assignments, double sided observation notes, reflexive writing, research artifacts, maps, photos, interviews, and anything else that helped create an accurate portrayal of the research you conducted this semester. All of these sections should be separated with dividers

## TECHNOLOGY REQUIREMENTS

- Flash drive or other means (dropbox.com account, for example) of storing digital versions of the essays and other written material you generate (always, always keep a backup of everything you turn in!) I recommend keeping a folder in your email for all of your work and emailing everything to yourself just in case. USB's can easily be lost or broken. Again, no late work will be accepted so keeping backups of everything is highly encouraged.
- A University email address that you check often (everyday)
- Regular internet access (additional readings available online)
- Access to a computer with a word processing program and a printer (assignments must be typed and printed) The campus library, Writing Center in the Hall of Languages, and the Foreign Language Lab in the Hall of Languages all offer printer access- however, students are expected to pay for their printed work via their lion cards. It's a good idea to keep money on your lion card at all times for this reason.

## ACCESS AND NAVIGATION

Some supplementary texts for this course exist exclusively online, so you must have Internet access to read and/or view these texts.

## COMMUNICATION AND SUPPORT

### **Interaction with Instructor Statement:**

Please contact you instructor with any questions you may have. Your instructor's communication preference is e-mail, and her address is: [kcooper7@leomail.tamuc.edu](mailto:kcooper7@leomail.tamuc.edu) . Also, each instructor in the department of literature and languages is required to keep at least three office hours per course per week.

### **Grievance Procedure:**

If you have concerns about the class or about me as an instructor, please speak to me about those concerns. If you are not satisfied with the outcome of our conversation, the next person in the chain of command is the Director of the Writing Program, Dr. Tabettha Adkins. Her e-mail address is [Tabetha.Adkins@tamuc.edu](mailto:Tabetha.Adkins@tamuc.edu).

See grievance procedures here: [http://web.tamuc-commerce.edu/academics/colleges/humanitiesSocialSciencesArts/departments/literatureLanguages/firstYearWriting/informationForStudents.aspx](http://web.tamuc.edu/academics/colleges/humanitiesSocialSciencesArts/departments/literatureLanguages/firstYearWriting/informationForStudents.aspx)

## COURSE AND UNIVERSITY PROCEDURES/POLICIES

### Course Specific Procedures:

#### *Writing Center*

The Writing Center offers writers free, one-on-one assistance. We welcome all writers, majors, and disciplines—undergraduate and graduate students alike. In fact, we work from the premise that all writers, no matter their ability level, benefit from the feedback of knowledgeable readers. The Writing Center staff is trained to provide writers with just this service. In short, we are here to help you help yourself. In order to ensure the most effective session possible, we offer visitors the following suggestions: First make an appointment, then (1) Get started on your writing project early, and visit the Writing Center **at least one day before your final draft is due**. You will need time to work with the ideas and suggestions generated in your tutorial sessions. (2) Bring a written copy of your assignment, any relevant readings, and one or two specific questions or concerns you would like to discuss with us.

The Writing Center is located in the Hall of Languages, Room 103 (903-886-5280) and online at <http://web.tamuc-commerce.edu/academics/colleges/humanitiesSocialSciencesArts/departments/literatureLanguages/writingCenter/default.aspx>

#### *Attendance Policy*

Since our class meets twice a week, you may miss up to **four (4)** times without penalty. After the **fifth** absence, your final grade will drop by one letter. After **seventh** absence, **the student cannot pass the course**.

There is no such thing as “partial attendance”—students are either present for the entire course or they are absent. Students are absent if they arrive after the instructor calls role. It is the student’s responsibility to see the instructor after class to get the absence changed to a tardy; failure to do so the day of will mean that the absence stands. *If the student is more than 15 minutes late the absence will stand.*

Three tardies= one absence. Arrive for our class on time. Coming in late not only means that you are missing important information/discussion and showing disrespect for your

professor- it distracts your fellow students who have put in the necessary effort to arrive on time. Leaving class early or excessively will be considered an absence.

The University has no policy for “excused absences” except for university sanctioned events, so please save your absences for illness, child care arrangements, court appearances, and other situations when you must miss class.

### *Academic Honesty*

The official departmental policy: “Instructors in the Department of Literature and Languages do not tolerate plagiarism and other forms of academic dishonesty. Instructors uphold and support the highest academic standards, and students are expected to do likewise. **Penalties for students guilty of academic dishonesty include disciplinary probation, suspension, and expulsion.** (Texas A&M University-Commerce Code of Student Conduct 5.b [1,2,3])

If you ever have any questions about a particular use of a source, always ask your instructor. They want you to avoid plagiarism, too, so they will help you do so whenever and wherever they can. Do what you can to take advantage of this support—to look innocent in addition to **being** innocent when it comes to charges of plagiarism.

Students guilty of academic dishonesty of plagiarism can expect to **fail the assignment in question or the entire course depending on the nature of the incident.**

There will be absolutely no opportunities for revision if a paper has been plagiarized. The student will fail the assignment. If the student plagiarizes a second time they will fail the course. No exceptions.

### *Cell Phones*

Cellphones need to be placed on vibrate before entering class. They should also be **out of sight**. No texting etc. in class. Texting under the desk or with your phone in your purse is disrespectful- if it is an emergency step outside, otherwise it can wait until after class. All iPods, MP3 players etc. should be turned off before entering class and should be placed out of sight- If you have headphones out, put them up. These devices are disruptive and should not be used or in sight in the classroom. Laptops and tablets may be used during class as long as they are not being used for gaming, social networking, or chatting; laptops and tablets should be used to aid in note taking and presentations. Students who use these items for anything unrelated to class will no longer be allowed to use them. Failure to adhere to these policies will result in point deductions from attendance/participation grade. I will only ask you to put these items away once- after that you will be asked to leave class and will receive an absence.

### *Food*

Feel free to bring food and discreetly eat in class. I realize some of you have back to back classes all day and have to run all around campus. Don't forget to eat!

### *On University-Sanctioned Activities*

To accommodate students who participate in university-sanctioned activities, the First-Year Composition Program offers sections of this course at various times of the day and week. If you think that this course may conflict with a university-sanctioned activity in which you are involved--athletics, etc.--please see your instructor after class on the first day.

## University Specific Procedures:

### *ADA Statement*

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services  
Texas A&M University-Commerce  
Gee Library 132  
Phone (903) 886-5150 or (903) 886-5835  
Fax (903) 468-8148  
[StudentDisabilityServices@tamu-commerce.edu](mailto:StudentDisabilityServices@tamu-commerce.edu)  
[Student Disability Resources & Services](#)

### *Student Conduct*

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. (See *Code of Student Conduct from Student Guide Handbook*).

## COURSE OUTLINE / CALENDAR

### Schedule Subject to Change (probably WILL change)

*Ethnographic Inquires in Writing* = EIIW

*FieldWorking* = FW

Week	Date	In Class	Homework	Due this Week
1	T- 1/15	Syllabus, Introduction, and Ice Breaker	Purchase books and materials	
	R- 1/17	Class agenda, ethnography, and books	*EIIW: Ch1, Szwed (1-18) [link on class website]	FRIDAY 1/18 NOON: Email Mrs. C from your University email
2	T- 1/22	Literacy *Quiz 1	*EIIW: Pages 19-20 *EIIW: Ch2, Barton and Hamilton (21-32) [links on class website]	
	R- 1/24	Literacy Events and Literacy Practices	*FW: Ch 1 (1-8) [link on class website]	
3	T- 1/29	Visiting Librarian Tutorial	*WA1 Draft [requirements on class website]	
	R- 1/31	WA1 Workshop and Field Work *Quiz 2	*Revise WA1	FRIDAY 2/1 NOON: WA1
4	T-2/5	Field Work and Note Taking	*FW: Iowa80 (23-42)	

		Practices		
	R-2/7	Field Work and Note Taking *Quiz 3	*EIIW: Scribner (33-53) [link on class website]	FRIDAY 2/8 NOON: WA2
5	T-2/12	Field Notes and Discuss Proposals	*FW: Field Notes (80-84) *Prepare field note method for site visit	
	R-2/14	WORK DAY	*Visit Site and work on field notes -map site	
6	T-2/19	Mapping and Ethics	*EIIW : Ch3 Ethical Research (117-122) *FW : Adkins (158-167)	
	R-2/21	WORK DAY	*Visit Site and work on field notes *EIIW: Belmont Report (122-139) [link on class website]	FRIDAY 2/22 NOON: Field Notes
7	T-2/26	Artifacts *Quiz 4	*FW: Ch5 (219-222) *WA3 Draft	
	R-2/28	WA3 Workshop Observer Considerations	*Revise WA3 *Conference Questions [Requirements on class website]	FRIDAY 3/1 NOON: WA3
8	T-3/5	Conferences	*Visit Site and Conduct Interviews	
	R-3/7	Conferences	*Visit Site and Conduct Interviews	
9	T-3/12	Spring Break		
	R-3/14	Spring Break		
10	T-3/19	Annotated Bibliographies	*FW: Ann Bib examples (345) *Annotate two sources for your research, one from class readings and one outside (must be scholarly) Bring to class on Thursday	
	R-3/21	Describing Place	*FW: Downing's Portfolio (204-214)	FRIDAY 3/22 NOON: Interviews
11	T-3/26	Artifacts and Interviews	*Work on Annotations *Work on WA4	
	R-3/28	WORK DAY	*Visit Site *Prepare 5 Annotations for Tuesday *Work on WA4	FRIDAY 3/29 NOON: WA4
12	T-4/2	Annotated Bibliography Workshop	*Revise Ann Bib	
	R-4/4	WORK DAY	*FW: Draft Thickening (361-367)	FRIDAY 4/5 NOON: Annotated Bibliography
13	T-4/9	Draft Finalizing *Quiz 4	*Work on Final Ethnography	
	R-4/11	WORK DAY	*Prepare Final Ethnography Draft for Tuesday	
14	T-4/16	Ethnography workshop	*Revise Ethnography	
	R-4/18	Discuss Presentation and CSW *Quiz 5	*Work on Final Ethnography and Portfolio	FRIDAY 4/19 NOON: Final Ethnography due (not the entire portfolio)
15	T-	Conferences		

	4/23			
	R-4/25	Conferences		
16	T-4/30	Class Presentations		
	R-5/2	Class Presentations		
FINALS	F-5/3	Celebration of Student Writing	2:00-4:00pm Field House	