COURSE DESCRIPTION
This course is a survey of best practices in teaching writing in the secondary schools, including an understanding of and practice in the Texas English/Language Arts and Reading Standards in writing.

In English 4322, students will develop a personal, theoretical framework defining their views of the importance of learning to write and how that translates into the importance of teaching writing in secondary schools. They will also be introduced to various approaches, strategies, and processes to support writing instruction in secondary schools. They will put their learning into practice by teaching the class. Extensive review of grammar basics will be included.

Prerequisite: Satisfactory completion of six semester credit hours of sophomore English literature. Successful completion of this course results is 3 semester credit hours.

The course will meet face-to-face, TR, from 930am-1045am. In-class content will be supplemented with information and content in Blackboard.

STUDENT LEARNING OUTCOMES (SLOs):
• Develop a personal theoretical framework for the teaching of writing.
• Produce substantive, professional writing in multiple formats, demonstrative of mastery of Edited American English.
• Create age-appropriate unit and lesson plans reflective of appropriate Texas state objectives, state assessments, TEKS and best practices for teaching secondary writing.
• Work individually and collectively toward a shared purpose or goal with members of a team, receiving peer feedback and evaluating peers’ work.
• Create various assessment tools to be used when evaluating peer work and student work.
• Develop strategies for aggregating, tracking, analyzing, and reporting student data and progress.
• Integrate technology into all aspects of the course.

The SLOs will be measured by various assignments that require students to:
1. understand the principles of audience analysis and adapt language, structure, and detail to the needs of specific learners.
2. take on the role of college student, secondary ELA teacher and colleague, and student.
3. reflect on their own beliefs about writing and its role in modern society.
4. develop culturally sensitive and diverse pedagogy for secondary writing classrooms.
5. analyze their own beliefs about assessment and grading.

REQUIRED TEXTBOOK AND MATERIALS
- One novel (More specific information will be given in class.)
- One 2-inch three-ring binder for portfolio
- Five 3-ring dividers
- Package of highlighters with at least four colors
- Pens, pencils, and loose-leaf paper

PREPARING FOR TExES

ATTENDANCE & LATE WORK
This course is designed to prepare you for teaching in a secondary classroom. As with the career you have chosen, attendance is mandatory and participation is crucial. Missing more than 4 (four) class meetings will result in automatic failure for the semester. If you are instructed to bring materials to class and do not, you will be charged with an absence.

I know life happens and an absence will probably occur. This includes ASU-related absences. Notify me PRIOR to the absence. To see what you need to do before the next class meeting, check the daily summary in Blackboard and contact a classmate for details. If work is due the day of your absence, consult with me PRIOR to the absence. I will only accept late work if you have notified me PRIOR to your absence and we have reached an agreement on the timetable for the work. If you are absent and have not notified me, no arrangements or exceptions will be made.

If work is completed in class on a day you are absent, that work cannot be made up.

GRADES
Rubrics will be provided as appropriate for course assignments. A student’s semester grade will be determined using the following percentages:

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Reflective Writings</td>
<td>25%</td>
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<tr>
<td>LSA = Single Lesson</td>
<td>20%</td>
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<tr>
<td>Teaching Unit</td>
<td>35%</td>
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</tbody>
</table>

**Grading Scale:**
- 90 – 100      A
- 80 – 89       B
- 70 – 79       C
- 60 – 69       D
- 59 and Below  F
WRITTEN WORK REQUIREMENTS
All work, unless specified otherwise, must be typed and follow current MLA guidelines, to include:
- Times New Roman, 12 pt font
- Double-spaced (no more, no less) throughout
- Appropriate header
- Appropriate heading
- 1” margins
- MLA general format requirements can be found using the Purdue OWL.
  - Do NOT include a title page
  - Do NOT include Section/Headings

All communication in this course should employ the standards of Edited American English. No matter how excellent the content of your work is, errors in grammar and mechanics diminish its effectiveness. Moreover, draw the readers attention away from the content and make them question the author’s credibility and capability. Since you are seeking certification that allows you to teach others how to effectively communicate, this should be especially important to you. Keep in mind:
- All caps = yelling
- Be professional, courteous, and respectful to all participants
- Use humor carefully; it can easily be interpreted as sarcasm or disrespect.
- Do not use emoticons; if your words do not convey your meaning, emoticons make it worse.

You are more than welcome to utilize the services of the Writing Center for work in this course. However, we will also be covering grammar and mechanics extensively in class. Should you feel like you need extra help, you are always welcome to arrange a conference with me. Remember, you will one day be teaching these topics to other writers without the benefit of the Writing Center. In essence, you will be the Writing Center.

Any student work may be used as a model for instruction during this or future semesters of English 4322.

STUDENT CONDUCT POLICIES

ACADEMIC INTEGRITY
Students are expected to maintain complete honesty and integrity in all work. Any student found guilty of any form of dishonesty in academic work is subject of disciplinary action and possible expulsion from ASU.

The College of Arts and Sciences adheres to the Statement of Academic Integrity.

PLAGIARISM
Plagiarism is a serious topic covered in ASU’s Academic Integrity policy in the Student Handbook. Plagiarism is the action or practice of taking someone else’s work, idea, etc., and passing it off as one’s own. Plagiarism is literary theft.

In your discussions and/or your papers, it is unacceptable to copy word-for-word without quotation marks and the source of the quotation. It is expected that you will summarize or paraphrase ideas giving appropriate credit to the source both in the body of your paper and the reference list.

Papers are subject to be evaluated for originality via Turnitin. Resources to help you understand this policy better are available at the ASU Writing Center.

COPYRIGHT POLICY
Students officially enrolled in this course should make only one printed copy of the given articles and/or
chapters. You are expressly prohibited from distributing or reproducing any portion of course readings in printed or electronic form without written permission from the copyright holders or publishers.

GENERAL POLICIES
All students are required to follow the policies and procedures presented in these documents:

Angelo State University Student Handbook
Angelo State University Catalog

DISABILITIES
ASU is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments of 2008 (ADAAA) and subsequent legislation.

Student Disability Services is located in the Office of Student Affairs, and is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability. It is the student’s responsibility to initiate such a request by contacting an employee of the Office of Student Affairs, in the Houston Harte University Center, Room 112, or contacting the department via email at ADA@angelo.edu. For more information about the application process and requirements, visit the Student Disability Services website at www.angelo.edu/ADA. The employee charged with the responsibility of reviewing and authorizing accommodation requests is Mrs. Dallas Swafford, Director of Student Disability Services.

TITLE IX at ANGELO STATE UNIVERSITY
Angelo State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. In accordance with Title VII, Title IX, the Violence Against Women Act (VAWA), the Campus Sexual Violence Elimination Act (SaVE), and other federal and state laws, the University prohibits discrimination based on sex, which includes pregnancy, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination and unwelcome behavior of a sexual nature. The term includes sexual harassment, nonconsensual sexual contact, nonconsensual sexual intercourse, sexual assault, sexual exploitation, stalking, public indecency, interpersonal violence (domestic violence or dating violence), sexual violence, and any other misconduct based on sex.

You are encouraged to report any incidents involving sexual misconduct to the Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator, Michelle Boone, J.D. You may submit reports in the following manner:

Online: www.angelo.edu/incident-form Face to Face: Mayer Administration Building, Room 210 Phone: 325-942-2022 E-Mail: michelle.boone@angelo.edu

Note, as a faculty member at Angelo State, I am a mandatory reporter and must report incidents involving sexual misconduct to the Title IX Coordinator. Should you wish to speak to someone in confidence about an issue, you may contact the University Counseling Center (325942-2371), the 24-Hour Crisis Helpline (325-486-6345), or the University Health Clinic (325-9422171).

For more information about resources related to sexual misconduct, Title IX, or Angelo State’s policy please visit: www.angelo.edu/title-ix.
STUDENT ABSENCE FOR OBSERVENCE OF RELIGIOUS HOLIDAY
A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. See ASU Operating Policy 10.19 Student Absence for Observance of Religious Holy Day for more information.

INCOMPLETE GRADE POLICY
It is policy that incomplete grades be reserved for student illness or personal misfortune. Please contact faculty if you have serious illness or a personal misfortune that would keep you from completing course work. Documentation may be required. See ASU Operating Policy 10.11 Grading Procedures for more information.

Course Calendar (subject to change)

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<thead>
<tr>
<th>Week(s)/Dates</th>
<th>Focus</th>
<th>Covered Topics</th>
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<tbody>
<tr>
<td><strong>Unit 1</strong></td>
<td><strong>Personal Theoretical</strong></td>
<td><strong>Writing History</strong></td>
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<tr>
<td>Weeks 1 – 4</td>
<td>Framework</td>
<td>“Modes” of Writing</td>
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<td>Aug. 27 – Sept. 19</td>
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<td>History of English Language (abbreviated)</td>
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<td>Significance of Grammar &amp; Mechanics</td>
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<td>Benefits of Effective Written Communication</td>
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<td>Redefining “Good” Writing</td>
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<td>Grammar &amp; Mechanics</td>
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<td><strong>Unit 2</strong></td>
<td><strong>Classroom Realities</strong></td>
<td><strong>Grading</strong></td>
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<td>Weeks 5 - 8</td>
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<td>State-Mandated Testing</td>
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<td>Sept. 24 – Oct. 17</td>
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<td>Writing about Reading</td>
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<td>Data Collection/Analysis/Reporting</td>
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<td>Resources</td>
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<td>Stakeholder Communication</td>
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<td>Grammar &amp; Mechanics</td>
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<td><strong>Unit 3</strong></td>
<td><strong>Lesson Creation</strong></td>
<td><strong>Resources</strong></td>
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<td>Weeks 9 - 14</td>
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<td>Oral Assignments</td>
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<td>Oct. 22 – Nov. 26</td>
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<td>TEKS</td>
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<td>Multi-media Assignments</td>
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<td>Group Work</td>
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<td>Tests</td>
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<td>Multiculturalism</td>
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<td>HSA vs. LSA</td>
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<td>Grammar &amp; Mechanics</td>
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<td><strong>You will design, create, and present a single lesson. A conference with me prior to your lesson presentation is a requirement.</strong></td>
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<td>**<em><strong>You will also begin working on designing and creating your teaching unit.</strong></em></td>
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<tr>
<td>Dec. 3 &amp; 5 (entire class period) and Dec. 12 (final exam time)</td>
<td><strong>Teaching Unit</strong></td>
<td>You will have this time to complete your work on your teaching unit. Your completed teaching unit will be your final exam.</td>
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