



ANGELO STATE UNIVERSITY
Department of English and Modern Languages
ENGL 4322 – Teaching Writing in the Secondary Schools

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Office Hours: MW 9am-12pm

During my office hours, I am available in-person (by appointment and face masks required) or via, email, phone, or Blackboard Collaborate.

PLEASE NOTE: The COVID pandemic is still a reality, which means that this semester is unpredictable. Students should keep updated about ASU protocols and policies by visiting the ASU Covid-19 Update Page at <https://www.angelo.edu/covid-19/>.

If changes to this syllabus or the course content become necessary, I will notify students by email or Blackboard announcement. It is your responsibility to look for such communications about the course daily.

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. 3 SCH.

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 be introduced to various theoretical approaches, strategies, and processes to support writing instruction in secondary schools. The course will heavily emphasize the 7-12 ELAR TEKS and include a basic review of grammar and mechanics.

Prerequisite: Satisfactory completion of 3 SCH of sophomore English and English 3330.

STUDENT LEARNING OUTCOMES

- Develop a personal theoretical framework for the teaching of writing in secondary schools
- Produce professional writing in multiple formats, demonstrative of mastery of Edited American English
- Create age-appropriate lesson plans and activities 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

The SLOs will be measured by various assignments that require students to: 1) understand the principles of audience analysis and differentiate language, structure, and detail to the needs of specific learners; 2) reflect on their own beliefs about writing and its role in modern society; 3) demonstrate a progressive shift from the lens of learner to that of educator; 4) develop culturally sensitive and diverse pedagogy for secondary writing classrooms; 5) analyze their own beliefs about assessment and grading; and 6) master the writing TEKS specific to secondary ELAR classrooms.

REQUIRED TEXTS AND TECHNOLOGY

Bullock, Richard, et al. *The Norton Field Guide to Writing with Readings & Handbook*. 5th High School ed., W.W. Norton & Company, 2019. ISBN 978-0393689556.

Zemelman, Steven, and Harvey Daniels. *A Community of Writers: Teaching Writing in the Junior and Senior High School*. Heinemann, 1988. ISBN 0-435-08463-1.

This is an online course. It will be delivered via the Blackboard Learning Management System. The course site can be access at <http://blackboard.angelo.edu>. To successfully participate in this online course, you also need:

- A computer capable of running Windows 7 or later or Mac OSX 10.8 or later
- The latest version of one of these web browsers: Internet Explorer, Firefox, or Safari
- Microsoft Office Suite or a compatible Open Office Suite
- Adobe Acrobat Reader
- High Speed Internet Access
- Computer equipped with a microphone and camera
- Ethernet adapter cable (wireless connections can drop during tests, Collaborate sessions, or live streams)

Browser Compatibility Check

It is the student's responsibility to ensure that the browser used to access course material on his/her computer is compatible with ASU's Blackboard Learning System. I reserve the right to deny additional or prolonged access to course assignments due to compatibility issues.

Be sure to perform a browser test. Select the "**Support**" tab from the Blackboard homepage (<http://www.blackboard.angelo.edu>) Select "**Test your Browser**" option.

Recommended Reading

The ASU Porter Henderson Library has an entire section devoted to teaching and pedagogy. I am not recommending that you read everything in that section, but it would behoove you to make sure you do more than Google questions about teaching. Fads are short-lived and have minimal positive impact on student learning.

ATTENDANCE

This class is asynchronous, meaning you do not have to be online at a certain time. There are readings you will have to complete in order to be able to adequately participate in individual and group assignments. Additionally, this is also not a self-paced course. Students are expected to engage in course activities and submit work by the given due dates and times. Students are expected to be active learners. It is a basic assumption of any faculty member that students will be involved in discovering, processing, and applying course information beyond the materials and lectures presented in the course.

Should a serious illness, emergency, or other crisis occur, it is the student's responsibility to contact the [Office of Student Affairs](#) immediately so that professors may be informed. For prolonged absences, it is the student's responsibility to stay in touch with instructors in order to keep up with work. If a student is aware of an issue that will affect their ability to actively participate in the course, it is that student's responsibility to contact me in advance. We will work together to create a plan to accommodate the issue as appropriate.

Student Absence for Observance of Religious Holy Day

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. This may seem unnecessary for an online course, but due dates may cause conflicts with religious holy days.

EVALUATION AND GRADES

Assignment grades are based on demonstrating mastery of course content via completion of assigned work. Rubrics will be provided as appropriate.

Grade Weights

Category	Weight
Low Stakes Assignments (LSA)	10%
Discussion Boards (DB)	10%
Grammar/Mechanics Test	10%
TEKS Activity 1	15%
TEKS Activity 2	20%
TEKS Group Activity	25%
Final Exam	10%
Total	100%

The following grading scale is in use for this course (grades are **not** rounded up):

A = 90.00-100 points

B = 80.00-89.99 points

C = 70.00-79.99 points

D = 60.00-69.99 points

F = 0-59.99 points

Be sure you are reading and paying attention to the instructions and descriptions in Blackboard. More details about grades will be found there. Each assignment will contain specific grade and/or grading criteria.

Late Work

Instructions for each assignment will include the due date/time. Late or missing assignments are not accepted without my prior approval.

- If I give you permission to submit an assignment late, I will include a due date.
- 15 points will be deducted from the grade of any writing assignment submitted after the original due date but before the late due date I establish.
- After the late due date I establish, the work will not be accepted.

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.

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 Humanities 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, ideas, etc., and passing it off as one's own. Plagiarism is literary theft.

In all of your work, 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 and give appropriate credit to the source both in the body of your paper and the reference list.

Possible consequences for academic misconduct include but are not limited to:

- Reduced score for original assignment
- Zero (0) or no credit for original assignment
- Unique make-up assignment to replace original assignment
- Failing grade for the course (F and accompanying note on your transcript)
- Removal from internships/practicums
- Permanent or time-limited dismissal from the academic program and/or department and transcript note

- Loss of departmental/graduate eligibility for financial aid and other awards or endorsements
- Notification of certification board
- Documentation of professional disposition concerns
- Referral to Student Affairs for violation of ASU Student Handbook

Papers are subject to be evaluated for originality via Bb Safe Assignment or Turnitin. Resources to help you understand this policy better are available at the ASU Writing Center http://www.angelo.edu/dept/writing_center/.

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 RELATED TO THIS COURSE

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

- [Angelo State University Student Handbook](#)
- [Angelo State University Catalog](#)

Written Work

- All written work will demonstrate mastery of Edited American English. This includes emails.
- All written assignments will be typed unless otherwise instructed.
- Any student work may be used as a model for classroom instruction.
- All major assignments must be completed in order to be eligible to pass the course.

File Types

I can only grade work that is compatible with the grading features in Blackboard.

- YES - .doc, .docx, .pdf, and .ppt ARE compatible
- YES – I can follow links to most open education resources (Canva, Prezi, etc.)
- NO - .pages, .rtf, .odt, links to Google Docs, and “documents” created on smart phones ARE NOT compatible

If you submit an incompatible file, I will enter a grade of zero (0) and include a comment that you need to resubmit the work in a compatible file type and include a due date/time. If you do, the work will be graded as it normally would have been. If you do not, the zero (0) will stay.

Communication

The easiest, most efficient way to correspond with me outside class is by emailing me. You can either use the email feature in Blackboard, or you can manually type dessie.davis@angelo.edu as the recipient. I generally respond to email within 24 hours (weekends can take a bit longer). I expect you to use Edited American English in all correspondence with me.

You are welcome to call the office number listed on the first page of this syllabus. I do not have access to my voicemail as readily as I do my email, but I will do my best to answer in a timely manner. I also post information and reminders in the announcements area of Blackboard. I suggest checking daily.

Please remember that I expect you to think critically. My answer may be to refer you to another source (this syllabus, Blackboard, a more qualified individual, etc.). I may list options and leave you to choose the answer you think best. I am not avoiding answering; I am hoping that you'll take every opportunity available to develop your critical thinking skills, so you are well prepared for success in all areas of life.

Use Good "Netiquette"

- Focus on one subject per message and use pertinent subject lines.
- Using all caps is generally viewed as SHOUTING!
- Be professional and courteous. Proper address for faculty is by formal title such as Dr. Davis unless invited by faculty to use a less formal approach.
- Cite all quotes, references, and sources.
- It is extremely rude to forward someone else's messages without their permission.

It is fine to use humor but use it carefully. The absence of face-to-face cues can cause humor to be misinterpreted as criticism or flaming (angry, antagonistic criticism).

STUDENT DISABILITY SERVICES

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 Ms. Dallas Swafford. Her office is located

in Houston Harte UC Suite 112, her phone number is 325-942-2047, and her email is dallas.swafford@angelo.edu.

TITLE IX

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 ways:

- Online: www.angelo.edu/incident-form
- Face to Face: Mayer Administration Building, Room 210
- Phone: 325-942-2022
- Email: 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 (325-942-2371), the 24-Hour Crisis Helpline (325-486-6345), or the University Health Clinic (325-942-2171).

For more information about resources related to sexual misconduct, Title IX, or Angelo State's policy please visit: www.angelo.edu/title-ix.

COURSE CALENDAR

For accessibility purposes, the course calendar for this semester is available in the Content area of Blackboard. The calendar is subject to change.