

**English 202**  
Spring 2023  
Online course

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Instructor: Rebecca Lorenz-Schumacher  
Office on campus: CCC 438  
Email: rlorenzs@uwsp.edu  
Office hours: Tuesdays & Thursdays 9:00-9:30am, 12:30pm-2:00pm,  
and by appointment  
(I can meet both in-person and on Zoom)

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**REQUIRED TEXTS**

**Available for purchase in the University Bookstore:**

- 📖 Hacker, Diana. *Rules for Writers*. 10<sup>th</sup> ed., Bedford/St. Martin's, 2022.  
The 10<sup>th</sup> edition is preferred as it has MLA & APA updates; however, you can use the 9<sup>th</sup> edition if needed.
  
  - 📖 Your book project book for later on in the semester.  
You may have seen multiple books available for purchase for this class. DO NOT BUY ANY YET! You will read ONE of them later on in the semester, and you will choose which one you want. (We'll talk about this assignment later in the syllabus.)
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**CLASS OBJECTIVES**

This class will focus on the essentials of argument, research, and documentation.

As with all English classes at UWSP, you will

- 📖 Compose an articulate, thoughtful, grammatically correct, and logically organized piece of writing with properly documented and supported ideas, evidence, and information suitable to the topic, purpose, genre, and audience.
- 📖 Apply your understanding of elements that shape successful writing to critique and improve your own and others' writing through effective and useful feedback.

Specifically in this English 202 class, you will

- 📖 perform appropriate college-level research by identifying various kinds of sources, evaluating their rhetoric, knowing how and when to use appropriate sources, and knowing how to incorporate sources into your writing
- 📖 critically analyze a nonfiction book
- 📖 be proficient with both MLA and APA styles of documentation
- 📖 work with your peers to improve your writing and critical thinking skills

**HOW THIS ONLINE CLASS IS RUN**

1. This class is broken up into separate units/segments that need to be completed before moving on to the next component. Be sure to check due dates in Canvas.
2. This class is three credits, which means the class itself should occupy at least three hours per week of your time, plus homework.
3. I am available for assistance at any point in the semester. Just contact me to set up a time. I am a real person and very willing to help you!
4. If you have a detailed or complicated question, I would prefer you set up a time to meet with me rather than email me. It's hard to have a meaningful conversation via email.
5. WATCH THE VIDEOS! I will post many videos of instruction, helpful hints, etc. They will be linked in the corresponding Module.

**CLASS POLICIES**

1. I assess your performance in class by grading your written work, mainly through your major papers. Therefore, I cannot accurately nor fully assess you unless you hand in ALL of your

papers in a timely fashion. **Be aware that failure to turn in even ONE paper will result in decrease of an entire letter grade – and possibly more – from the final class grade.** This will also set the stage for an F. All papers must be submitted on time for full credit. I do not accept papers whenever you feel like handing them in (I have a late paper policy which is listed later in this syllabus).

2. Class materials, assignments, quizzes, grades, news, reminders, updates, etc., are all on Canvas. **CHECK CANVAS AT LEAST ONCE A DAY!**

3. All assignments/papers posted to Canvas must be uploaded as files in pdf or doc format. Canvas cannot open Pages files nor links to external storage locations (e.g. One Drive).

4. All work in this class must be original (i.e. your own creation) and new in execution. You are NOT allowed to turn in work done for a previous class (in whole or part, from high school or another college course), nor may you use work from this class in future classes. You also cannot use any kind of AI program to write your papers. If you do, it constitutes academic misconduct, and you will receive a D or F on the paper depending on the severity of the infraction.

5. Email/Canvas message info – **PLEASE READ AND REFER TO THROUGHOUT THE SEMESTER**

a. I know it's surprising, but I do have a life outside teaching. Therefore, I typically will not respond to emails or messages between 5:00pm-9:00am, nor will I reply on the weekends at all. Allow at least 24 hours for a response (Monday for a weekend email).

b. I will NOT respond if what you're asking for is found on the syllabus or Canvas, if you're asking me to reteach the day via email, if you want to make up an assignment that you can't make up, or if you're rude, demanding, disrespectful, or you cross personal boundaries.

c. Think about what you are asking before you email me. My inbox gets clogged with unnecessary emails. Look at Canvas BEFORE you email me.

d. Emails **must** contain your class title and section (e.g. English 202 sec. #) in the subject line. I teach four almost identical classes, and this helps me narrow down which class/section you are in. I promise I will get to know everyone's names, but it takes me a while, especially being online!

e. Additional guidelines are listed at the end of the syllabus. I know it sounds like I'm the email ogre, but it gets tedious for me AND you and I want to avoid any frustration.

6. Office hours: My office hours are listed at the top of the first page of this syllabus. They are times when I am free to meet with students (both in-person and on Zoom). HOWEVER, there are times I may need to cancel or cut short office hours with little to no notice. Therefore, if you want to meet with me, contact me to set up a time so I will definitely be there. If my office hours don't work for you, please contact me to set up another time.

### **LATE WORK POLICY**

For major papers (worth 100 points, excluding the final), I have the following late paper policy:

**If your paper is 1-2 days late = full credit (grace period)**

**3-6 days late = -20 points**

**Not submitted after one week/7 days = 0 on the assignment**

I reserve the right to provide fewer comments on late papers.

## COURSE REQUIREMENTS

**PLEASE NOTE:** All assignments will be discussed in further detail in the assignment itself in Canvas.

### **Short writing assignments/quizzes/peer reviews (200 points)**

Throughout the semester, we will have several short assignments. There will be 200 total points available for this grade. **These assignments are unable to be made up if missed/late;** however, I will drop the grades of the THREE LOWEST-SCORED assignments throughout the semester. Therefore, 230 points will be available, but only a maximum of 200 points will count towards your grade.

### **Current Events (50 points)**

You will find 5 articles in the news that are of interest to you and post them to Canvas. Each article will be worth 10 points, with a maximum of 50 points for the semester.

### **Papers (400 points)**

You will write four papers of varying styles and topics. Each paper is worth 100 points.

1. An I-search paper on your career or major (approx. 3-5 pages in length, in MLA format)
2. An evaluative biography paper (approx. 3-5 pages in length, in MLA format)
3. A literature review of a current event topic (approx. 6 pages, in APA format)
4. An annotated bibliography of your book project book (approx. 3 pages long, in MLA or APA format). This will double as your final exam.

All will utilize UWSP library's many resources. You will be required to watch videos on library instruction sessions to find the correct sources for these papers. You are also required to peer review drafts of these papers online on Canvas. There will be points attached to the peer reviews (part of the Short Writing Assignments grade).

### **Nonfiction book project (350 points)**

You will read a nonfiction book that you have chosen from a list (these are the books in the bookstore). You will have various assignments to complete on the readings that will be posted on Canvas.

## REQUIREMENT AND POINT BREAKDOWN:

Short writing assignments/quizzes	200 total points
Current Events	50 points
I-search paper	100 points
Evaluative biography paper	100 points
Literature review	100 points
Book project assignments	350 points
Annotated bibliography	100 points

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Total 1000 points

### Approximate point/letter grade correspondence:

940+ = A	900-919 = B+	820-839 = C+	740-759 = D+
920-939 = A-	860-899 = B	780-819 = C	680-739 = D
	840-859 = B-	760-779 = C-	below 680 = F

**\*\* PLEASE NOTE: YOUR GRADE IS POINT BASED, NOT PERCENTAGE BASED. \*\***

## A QUICK GUIDE TO PLAGIARISM

Plagiarism is taking credit for someone else's work. It includes turning in a paper written by someone other than you (with or without permission), downloading a paper off the internet, or copying and pasting source info with inaccurate or no documentation.

It is up to you to pay attention to the assignments, follow *Rules for Writers*, and ask questions in regards to citing and plagiarism. **Ignorance is not an excuse.**

If I discover plagiarism, most times your grade will be reduced to an F or a 0 depending on the severity. If the infraction is severe enough, you will get a 0 and I will contact the office of Student Rights & Responsibilities. They will put letter in your student file stating that you plagiarized. If you plagiarize again, I will again contact Student Rights & Responsibilities and you will receive an F for the course. **If a student has two incidents of plagiarism in one or more courses, you may be expelled from the university.**

If you have any questions, please either talk to me or contact the office of Student Rights & Responsibilities.

## EMAIL GUIDELINES

I tend to get inundated with unnecessary emails. This wastes time for both of us. Instead, follow these guidelines to see if you should email me:

1. Check the assignment, Canvas, syllabus, or prior communication/class notes to see if you can find the answer BEFORE you send an email.
2. Don't ask for things that are already posted to Canvas. If the document/assignment is not on Canvas (and you've genuinely looked all over), then let me know.
3. Be respectful and professional in email correspondence (i.e. Don't address me as "Hey You" or "Yo").
4. Do not ask me, "Did I miss anything important?" EVERYTHING IS IMPORTANT.
5. I am not a tech person. If you're having difficulty with a technical aspect of Canvas or Zoom or any other online platform, contact Help in Canvas (it's on the bottom far left of all pages) or contact UWSP IT.
6. Be sure to include your class and section (English 202, sec. #) in the subject line of your emails.
7. I care about you as a person; however, I'm not the person to contact if you're having a crisis. Please contact the Dean of Students (715-346-2611, [uwsp.edu/dos](http://uwsp.edu/dos)) and they will get you the help you need. PLEASE reach out to them if you need it.
8. Don't use the excuse "You told me not to email you." That is untrue! I just want you to think about what you are asking and if you even need to email me. The majority of the time the answer is accessible on your own, but when it is important, I will be able to more effectively respond to you.