



**ENGL 397**  
**Writing Workshop: Life Story Legacies**  
**Syllabus**

**Instructor:** Lynn Ludwig, Ph.D.  
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**Office hours in CCC 312:**  
By appointment, email lludwig@uwsp.edu

**Class meets:** Virtual

**COURSE DESCRIPTION:**

The goals of this course are to provide you with:

- 1) mastery of the theoretical issues surrounding the use of oral history,
- 2) practice conducting and transcribing oral history interviews,
- 3) skills in writing, editing, and proofreading the elder's Life Story,
- 4) expertise in document design with multiple visual artifacts incorporated in the Life Story Booklet, and
- 5) experience using an empirical research method that fulfills UWSP Experiential Learning Activity requirements (if XLA is required by student);

**COURSE LEARNING OUTCOMES:**

Upon completing this course, students will be able to:

- discuss theoretical issues surrounding the use of oral history
- practice conducting and transcribing oral history interviews
- write, edit, and proofread the elder's Life Story
- apply an empirical research method that fulfills UWSP Experiential Learning Activity requirements
- excel in document design, with multiple visual artifacts incorporated into the Life Story Booklet.

**REQUIRED TEXT:**

Hart, Cynthia with Lisa Samson. *The Oral History Workshop: Collect and Celebrate the Life Stories of Your Family and Friends*. New York: Workman Publishing, 2009.

Other readings may be assigned and given, in class.

**ASSIGNMENTS AND ASSESSMENT:**

Over the course of the semester, there will be several homework assignments, to assist you with the creation of your elder's Life Story booklet. There will be 3 graded homework assignments, due as indicated on the Tentative Course Schedule. You will present the project to your classmates and elders, at the end of the semester. Attendance and participation will also play an important role in your grade.

**Homework assignments:**

Some homework assignments will give you an opportunity to explore different ways to stimulate an elder’s memories. Others will give you practice in revising, editing and proofreading the story. Document layout and design activities will be ongoing, with strict focus on these aspects, toward the end of the semester.

**Reading assignments:**

I will assign readings that you are to complete *before class*. If I am concerned that you are not reading, I reserve the right to consider lowering your participation grade, due to this lack of participation.

**Attendance and participation:**

Because so much of your learning will take place in class, you must attend on a regular basis. I will take attendance every class period. For this class, “attendance” means being present, on time, and prepared for the entire class period. A student who is chronically late to class, leaves early, or is not prepared to participate in the day’s classwork will not receive attendance and participation credit.

**Grading:**

Life Story Booklet	60%
3 Homework assignments @ 5%, 5%, & 10% respectively	20%
<u>Attendance/participation</u>	<u>20%</u>
 TOTAL	 100%

**LATE WORK:**

If you submit work late, your grade for that assignment will be lowered *one full letter grade* (e.g., A– becomes B–) per class session it is late. If you run into problems, you must notify me *by email* at least 24 hours before the due date to discuss the possibility of an extension, although an extension is not guaranteed.

**UNIVERSITY POLICIES:**

**UWSP Community Bill of Rights and Responsibilities:**

The University of Wisconsin–Stevens Point values a safe, honest, respectful, and inviting learning environment. In order to ensure that each student has the opportunity to succeed, we have developed a set of expectations for all students and instructors. This set of expectations is known as the Rights and Responsibilities document, and it is intended to help establish a positive living and learning environment at UWSP. This document can be found at <http://www.uwsp.edu/dos/Pages/Student-Conduct.aspx>

**Plagiarism and academic dishonesty:**

Academic integrity is central to the mission of higher education and UWSP in particular. Academic dishonesty (cheating, plagiarism, etc.) is taken very seriously. *Don’t do it!* The minimum penalty for a violation of academic integrity is a failing grade (zero) for the assignment. For more information, see the UWSP “Student Academic Standards and Disciplinary Procedures” section of the Rights and Responsibilities document, found here: <http://www.uwsp.edu/stuaffairs/Documents/RightsRespons/SRR-2010/rightsChap14.pdf>

**Emergency management:**

For details on all emergency responses at the University of Wisconsin-Stevens Point, see the UWSP Emergency Management Plan at <http://www.uwsp.edu/rmgt/Pages/em/default.aspx>

**AMERICANS WITH DISABILITIES ACT (ADA):**

The Americans with Disabilities Act (ADA) is a federal law requiring educational institutions to provide reasonable accommodations for students with disabilities. For more information about UWSP’s policies, check here: <http://www.uwsp.edu/stuaffairs/Documents/RightsRespons/ADA/rightsADAPolicyInfo.pdf>

If you have a disability and require classroom and/or exam accommodations, please register with the Disability and Assistive Technology Center and then contact me at the beginning of the course. I am happy to help in any way that I can. For more information, please visit the Disability and Assistive Technology Center, located on the 6th floor of the Learning Resource Center (the Library). You can also find more information here: <http://www4.uwsp.edu/special/disability/>

**CLASSROOM PROTOCOL:**

We will spend some of our class time in group work and discussions. A portion of some classes will also include lecture. Regardless of the class format, you are expected to be prepared, to listen, to contribute, and to participate in an appropriate fashion.

In this class, there will be no use of cellular phones or other similar electronic devices, unless I give permission to do so.