Nashville State Community College
Division of English, Humanities, and Creative Technologies
English Department

Spring 2023 Master Course Syllabus

ENGL 2035 - W01: Introduction to Fiction

The purpose of the syllabus is to tell you how the course is organized, what the expectations are, and how you will be graded. In addition, there is important information about how the college will operate during severe weather and how the college will communicate with you. The syllabus is not a contract. Instead, it is meant to help you succeed in this course. If any of the content changes during the semester, you will be notified.

Course Information:

Course Title: Introduction to Fiction (Web Course)
Credits: 3
Class Hours: 3

Course Description:

An introduction to stories and novels. Topics include major literary themes; historical/social events that influenced the writers; literary terminology; characteristics of literature; interpretation of literature; and analysis of composition and style. Prerequisite(s): ENGL 1010 and ENGL 1020. Note: ENGL 2035 meets the general education requirement for Humanities as a literature course or otherwise.

Course Delivery:

Online: Introduction to Fiction (Web Course) is an online course in which practically all the content and interactions will be accessed through the NS Online course shell.

Instructor Information:

Name: Laura Burridge
Email: email within NS Online using the Classlist tool (preferred) or laura.burridge@nscc.edu
Office Phone: 615-353-3059
Office Location: White Bridge campus, room K-120I
Office Hours: please see Instructor's Schedule

Instructor Zoom Room link: https://nscc-edu.zoom.us/my/lburridge (for appointments only)

Required Textbook(s) & Other Materials:

Textbook(s): Charters, Ann. *The Story and Its Writer*, **10th edition**, Bedford/St. Martin's 2019.
ISBN: 978-1-319-10560-0.
Recommended Reference Materials: Your choice of handbook or website with 2016 or 2021 MLA documentation and grammar guidelines:

- Suggested website: Online Writing Lab (OWL) at Purdue University

Once you have registered for your courses, you should make sure you have the correct textbook and materials for each course. Before courses begin, you can do this by looking up your courses on the bookstore's website (https://www.bkstr.com/nsccstore/shop/textbooks-and-course-materials) using your A# or by entering your course information. If you are registered with the Access Center and need an alternate format for the textbook and other course materials, please contact the Access Center at 615-353-3721, 615-353-3741, or accesscenter@nscc.edu

Digital Course Materials: These ensure you pay less for your course materials and have easy access through D2L throughout the semester. When you registered for this course, the charge for these materials appeared on your account. If you decide you do not want to purchase the course materials embedded in NS Online, you can opt out of the program **until the end of the second week of classes**. If you opt out, you will be responsible for purchasing the required course materials on your own. For more information, please visit www.nscc.edu/dcm.

Honors Option: Honors credit is available in some classes. If you are interested in participating in the Honors Program, please see your instructor within the first four weeks of class.

Course Outcomes:

At the end of the semester, this is what you should know and/or be able to do:

- Analyze significant primary texts as forms of cultural and creative expression. (O1)
- Explain the ways in which humanistic or artistic expression reflects the culture and values of its time and place. (O2)
- Frame a comparative context to critically assess the ideas, forces, and values that shape the texts. (O3)
- Develop an interpretation of a literary text, collect research from appropriate sources, support the interpretation with evidence, and cite the source material. (O4)

Course Competencies:

The following are general education competencies intended to support the course outcomes:
- Write clear, well-organized documents. (C1)
- Know how to locate, evaluate, and use information sources. (C2)
- Use critical thinking skills. (C3)

Course Assessments: We will use the following assessments to demonstrate your understanding, knowledge, and skills:

- Discussions (7 total - 25 points each) 175 points (17.5%)
- Quizzes (7 total - 25 points each)   175 points (17.5%)
- Tests (3 total - 100 points each)   300 points (30%)
- Writing Assignments (2 total - 100 points each)   200 points (20%)
- Literary Analysis Essay   125 points (12.5%)
- Literary Analysis Planning Assignment   25 points (2.5%)

Grading Policy:

- **Overall Policies:**
  - All writing assignments and essays require standard 2016 (8th edition) or 2021 (9th edition) MLA documentation, including a correct MLA heading and correctly formatted in-text citations and Works Cited page.
  - Writing assignments and essays must be submitted in Word or Rich Text (.docx, .doc or .rtf) file formats. Please note that you have access to *Microsoft Office 365*, including *Microsoft Word*, through your MyNSCC email account. Submit these assignments through the Assignment Dropbox; emailed papers and physical copies will not be accepted.
  - Writing assignments and essays must meet the minimum assignment requirements to earn credit. Please note that I make sure your essay is in correct MLA paper format (12 point Times New Roman font, double-spacing, margins, etc.) before determining if it meets the length requirement.
  - No proctors are needed for the quizzes or tests. Quizzes and tests are taken online.
- **Feedback Expectations:**
  - Graded work will be returned within two weeks of the due date in most cases. If I anticipate any exceptions to this time frame, I will post on the course News in NS Online.
  - Quizzes are auto-graded, and grades will be available immediately. You will be able to return to graded quizzes to see your right and wrong answers.
  - Discussion boards will typically be graded within one week, and feedback will be provided using the discussion grading rubric.

- Tests, writing assignments, and the major essay may take closer to two weeks to grade; it takes more time to provide detailed feedback due to the greater amount of writing on these assignments. You will be able to return to graded tests to see your answers and my comments. Writing assignments and essays will be graded with the literature rubric used by all NSCC English instructors. Writing assignments and the essay will include feedback within your document as well as overall comments and scores according to the rubrics.
  - Rubrics for writing assignments, the essay, and discussion boards are available under the Getting Started module – Grading Rubrics.
  - I will post updates on the course News to let you know when grades are available for a particular assignment.
- **Discussions:**
  - Purpose: Discussion forums will encourage you to share your perspective with classmates while practicing the course outcomes: analyzing primary texts as forms of cultural and creative expression, explaining how texts reflect the culture and values of their time and place, and developing interpretations of texts with evidence. Discussions will help you apply general education competencies, as well: writing clear documents, using information sources, and critical thinking.
  - Directions: to earn full credit for the Module Discussion Boards, you must create a main post and reply to other students. Each Discussion Board is worth 25 points, and you can earn up to 3 points of extra credit.
    - Main post (up to 10 points):
      - Before creating your post, you should read all of the content in the relevant Module - including the Background and Prereading Notes, the stories from your textbook, and the Analysis and Commentary.
      - You will not be able to read or respond to other students until you create your main post, so aim to do that in a timely manner.
      - Select *one* of the options to discuss, and write the option number as the title of your post (e.g. Option 3).
      - Be sure to answer all parts of the option you choose, and provide support for your answers.
      - If you use direct quotations from the textbook or class notes, you should include quotation marks, but you do not need to add in-text citations or page numbers. You should *not* use any sources other than the textbook or class notes unless you check with the professor first. Be sure to familiarize yourself with the syllabus policies on plagiarism.
    - Replies to other students (up to 15 points):
      - You should respond to at least three other students.
      - At least *one* of your replies should be on a thread about a different option than you selected for your main post.

- Discussions will be graded on quality and quantity of your responses.
- To earn points for responding to other students, you should not just write "I agree" or "Good post." Instead, your responses should comment on the content of the answer, add points, ask questions, disagree with a point, or otherwise promote conversation.
  - Extra credit (up to +3 points):
    - You can earn up to 3 extra points on each board if you read at least 10 of the total posts on the discussion and upvote the best ones you read.
- **Quizzes:**
  - Purpose: Quizzes will be used to ensure the student understands the material presented for each module (including online content and textbook readings). You will also practice skills related to course outcomes: relating texts to the culture and values of their time and place, framing a comparative context to assess the ideas, forces, and values that shape the texts, and developing your vocabulary of literary analysis and interpretation.
  - Directions: Quizzes include multiple choice, multi-select, and matching questions; matching and multi-select questions will allow for partial credit. **Students may use the textbooks and class notes for completing the quizzes, but no websites or any other outside sources are allowed, and students are not allowed to work together on quizzes.** The quizzes do not have a time limit, but students will only be able to submit answers to the quizzes once. Quizzes are made available to you early in the course and must be completed by the specific deadline dates for each Module (see the Calendar for specific due dates). Quizzes are automatically graded, and you will be able to see feedback immediately.
- **Tests:**
  - Purpose: Three tests will measure your ability to interpret significant quotations, recognize and apply elements of fiction and genres, apply the course vocabulary to specific texts, discuss how texts reflect their cultural contexts, and analyze texts with evidence for your interpretations. These skills are directly relevant to course outcomes: analyzing primary texts as forms of cultural and creative expression, explaining how texts reflect the culture and values of their time and place, framing a comparative context, and developing interpretations of texts with evidence. Tests will also help you develop all of your general education competencies: writing clear documents, using information sources, and critical thinking.
  - Directions: Tests will contain short answer and long answer questions. Study guides are available within the relevant modules. The tests have a limited availability window (see the Calendar). Tests also have a time limit of 2.5 hours from the time you begin the test until you will have to stop. Students will only be able to submit answers to the tests

once. **Students may use the textbooks and notes for completing the tests, but no websites or any other outside sources are allowed, and students are not allowed to work together on tests.** For any direct quotations from the textbook or class notes, you should include a signal phrase as well as quotation marks. (In-text citations with page numbers and Works Cited pages are not required on tests.)

- **Writing Assignments:**
  - o Purpose: Two short essays will allow you to practice your literary analysis and essay writing skills. These writing assignments will provide opportunities for you to practice and demonstrate all course outcomes: analyzing primary texts as forms of cultural and creative expression, explaining how texts reflect the culture and values of their time and place, framing a comparative context, and developing interpretations of texts with evidence. Writing assignments will also help you develop all of your general education competencies: writing clear documents; finding, evaluating, and using information sources; and critical thinking.
  - o Directions: Please see the Module 1 and Module 3 Content for requirements and detailed instructions.
- **Literary Analysis Planning Assignment:**
  - o Purpose: The Literary Analysis Planning Assignment will ensure you are on the right track with your essay and provide feedback on your plans. You will also practice the processes of prewriting, drafting, and/or research.
  - o Directions: Please see the Module 5 Content for requirements and detailed instructions.
- **Literary Analysis Essay:**
  - o Purpose: One fully developed literary analysis essay will allow you to interpret a literary text, relate it to its context, collect research from appropriate sources, support the interpretation with evidence, and cite the source material. This assignment will require you to practice and demonstrate all course outcomes and general education competencies.
  - o Directions: Please see the Module 5 Content for requirements and detailed instructions.
- **Extra Credit Assignment (optional):**
  - o Purpose: The extra credit assignment allows you to practice finding a multimedia source and explain how the source influences your interpretation of the text, understanding of how the author's personal background and creativity shaped its creation, or awareness of how stories reflect the culture and values of the time and place they are created or set. This assignment will help you practice analyzing primary texts as forms of cultural and creative expression, explaining how texts reflect the culture and values of their time and place, and framing a comparative context.
  - o Directions: Please see the Module 6 Content for requirements and detailed instructions. This assignment is worth up to 20 extra credit points.
- **Mid-semester Survey (optional):**

- o Purpose: The Mid-semester Survey is an optional assignment that allows you to give anonymous feedback on your experience in the course approximately one-third of the way through the semester.
- o Directions: The survey will be available under Course Tools - Surveys. The survey is not worth points; however, the instructor will review all comments and suggestions to improve the course experience.

Grading Scale:

- A = 900-1000 points
- B = 800-899 points
- C = 700-799 points
- D = 600-699 points
- F = 0-599 points
- FA and FN: see below

FA

If you stop attending class or if you are in an online class and stop submitting assignments, but do not turn in a withdrawal form by the deadline, you are still enrolled in class. You will be given a grade of FA, which means you have failed due to not attending class and not completing your assignments. Please refer to the current academic calendar available on the Nashville State web site, looking for the date that indicates it is the "Last Day to Earn F for Attendance (FA)." If you stop attending your course after this date, you will receive an F.
For Spring 2023, if you fail the course and your last assignment is submitted on or before March 24, you will earn an FA as your final grade. If you fail the course and your last assignment is submitted after March 24, you will earn an F as your final grade.

FN

An FN is awarded if you have never attended your course or done any of the work in an online course.

Late Work Policy & Make-up Procedures for Missed Assignments and Work:

As long as you complete the readings and assignments by the due dates, there are no specific days or times that you need to participate. You can work on this course at a time of day best suited to your needs. The detailed due dates for the tests and essays are listed in the calendar and should be met. Assignments and quizzes may be done early, but late work (completed after the due date noted in the calendar) will not be accepted, neither will late tests or essays. Submitting work before the deadline is important because each assignment builds on the concepts, skills, and vocabulary from previous

assignments; also, this allows time for useful feedback and for you to learn from comments on previous assignments and ask questions as needed.

However, I reserve the right to consider extenuating circumstances. Please contact me immediately if you have a serious medical situation, family emergency, or other crisis. I may consider a deadline extension depending upon your individual situation.

Attendance Policy

General Policy

- *Absences in a course may affect your final grade.*
- *Tardiness may also affect your final grade.*
- *You are responsible for all work/tests that occur during any missed course session(s) regardless of reason(s) for absence.*
- *If you are not well enough to attend a course session (class), you must notify the instructor as soon as possible before the scheduled course time.*
  - *If you are unable to notify an instructor before the scheduled course time, you must contact the instructor as soon as reasonably possible.*
- *If you have an unavoidable conflict with a scheduled course session, you must notify the instructor before the course session.*
  - *If you are unable to notify an instructor before the scheduled course time, you must contact the instructor as soon as reasonably possible.*

Instructor's Policy

The attendance policy for this course is: Attendance is defined by submission of assignments. Students who fail the course and whose last assignment is submitted on or before the FA date will earn an FA for the course. Students who fail the course and whose last assignment is submitted after the FA date will earn an F for the course. An FN is assigned to students who do not submit any assignments. Your submission of the Course Engagement Form will be used to determine initial engagement for Financial Aid reporting.

For financial aid purposes, **attendance** is measured by participation in the course. Instructors can determine your level of participation in several ways. Some of those ways are:
- continued attendance
- participation in on-ground or virtual class sessions
- participating in D2L as prompted
- responding to an instructor's email
- posting to a discussion board
- completing and submitting assignments

Participation and Time Management Expectations

This is a completely online course. You are not required to meet in person with your instructor or to come to campus to take tests, submit work, etc. Your participation in this online course is a vital part of the learning environment. Participation includes more than just reading the texts and completing the quizzes, assignments, and tests. You need to use all of the resources available to you - including reading all parts of each module (pay particular attention to the "Additional Resources" sections). A large part of learning is sharing ideas, too. Discussion boards will allow everyone to engage in class-wide explorations of your responses to the readings. I will monitor the discussions and provide feedback once the due date is past; therefore, it is important to go back into the discussions once they are graded.

This online course may require approximately 9 hours of work per week (for fall and spring semesters) or 13.5 hours of work per week (for summer semesters) to complete all necessary readings and assignments. Just like in face-to-face courses, students may be expected to expect 2-4 hours of homework per credit hour on average in a college course. It may be helpful for you to use a calendar to keep track of due dates and to set aside regular times each week to work on this course.

Here is a list of participation expectations:

- Be sure to check your NS Online email regularly for announcements, reminders, and advice. You can also email your instructor or classmates through the Classlist. Please communicate using NS Online email instead of a personal email address.
- I will post announcements and reminders on the course News. This will include information about our course, grade updates, and NSCC events and resources to help you succeed. I recommend reading the course News every time you log in to our class.
- Optional: if you have a question or problem, or if you are having difficulty understanding a challenging text, you can post to the Help Discussion Board for advice from your classmates and instructor. This discussion board is optional and will remain open all semester. Anonymous posts are allowed. Please feel free to comment on any thread with answers, advice, or resources.
- Optional: you can set up automatic reminders from NS Online. Click on your name in the upper right corner of the screen, and then click Notifications. You can add your cell phone number and check the boxes for when you want to receive text message notifications (such as for upcoming due dates, new News items posted, or new grades available). You can download the BrightSpace Pulse (NS Online) app here, too.

Course Resources

- **Writing Skills and MLA Documentation Help** - The prerequisites of ENGL 1010 and 1020, Composition I and II, mean that you should have competence in the following skills:
  - Analyzing and evaluating written expression, reading critically for elements that reflect an awareness of situation, audience, purpose, and diverse points of view.
  - Developing a central idea through appropriate rhetorical patterns.
  - Practicing writing as a process of planning, organizing, composing, revising, and editing for correct diction, syntax, usage, grammar, mechanics, and MLA format.
  - Incorporating credible evidence and analysis according to MLA standards, and demonstrate an understanding of the basic distinctions between opinions, facts, and inferences.

If you need to review these concepts, a variety of resources are available. Set yourself up for success this semester by using these resources and asking for help whenever you need it:

- **Resources** for writing skills and MLA documentation are provided within the course - check "Additional Resources" on Modules that require written assignments.

- **Learning Center:** The Learning Center, located inside the NSCC library, offers all NSCC students free, drop-in academic assistance. Services include access to computers for research, email, and tutorials in course content. In addition, tutors are available to help in many subjects, including writing and computers.

- *Net Tutor*: *Net Tutor* is an online tutoring resource available free for students at NSCC. An online tutor can look at your writing and give feedback or you can ask questions in live chat. Within the course, click on the Resources tab and then "Free Online Tutoring."

- **Library:** The NSCC library has many research tools and resources available to help you. Librarians are available to help with research and answer questions. You may call them at 615-353-3555 or visit nscc.libguides.com/contactus.

Technology Statement

- All classes at the College are web enhanced. "Web enhanced" means that components of the course, such as assignments and online discussions, may be located online in the class D2L/NS Online course shell and used in the course, even if the course meets in a classroom on ground.
- You must have access to a computer and an internet connection to complete assignments, engage in online discussions, and access various course materials through D2L/NS Online course shells.

- You may also be required to use free video conferencing platforms (examples: Zoom, Teams, etc.) for course sessions and meetings.
- You will be responsible for appropriate dress while on video. This means that you are expected to dress as if you were in a classroom.
- You will be responsible for a distraction free environment while on video. This means that the professor and others in the course should not be able to hear noise in your home, such as cell phones, TVs, or barking dogs. The best way to do this is to keep yourself on "mute" until you need to speak.
- You will be responsible for making sure your background is neutral. Keep in mind that students and professors come from all around the world, and you are all a part of our community. Therefore, please avoid having images in your background that may be offensive to your classmates.
- Certain publisher materials, such as textbook figures, may not work on cellphones and may require a laptop or a tablet.
- If you have questions or concerns regarding access to a computer or internet resources, please contact your instructor. Additional information is available on the [access to internet and technology website.](#)

Computer Labs

Computers are available for all Nashville State students to use at each campus during open hours. Open computer lab availability may vary from campus to campus.

You should check the NSCC website for current hours of operation.

D2L/NS Online and myNSCC

It is your responsibility to check your email in **both** D2L/NS Online course shells and your @my.nscc.edu (student email) on a regular basis. These are the official communication channels between the college and you. You are responsible for the information communicated through these email channels. D2L/NS Online emails contain specific course information and @my.nscc.edu emails contain important information from college offices, such as Financial Aid.

ADA Compliance Statement

If you need accommodations due to a disability, please do not hesitate to reach out to our Access Center. Disabilities for which you can receive accommodations include documented physical, emotional, and/or learning conditions. Nashville State is committed to supporting your success, and we encourage you to get assistance if needed. If you require accommodations for any courses in which you are enrolled, contact the Access Center at 615.353.3741 or 615.353.3721, or e-mail accesscenter@nscc.edu.

Classroom Misconduct

Disruptive conduct is not allowed in the classroom. Disruptive conduct is any behavior that prevents students from learning and interferes with the ability of the instructor to teach. This may change from course to course; therefore, your individual instructors will give you guidance on what qualifies as "disruptive conduct" in their courses. Please review the Nashville State Student Code of Conduct policy. Please be aware that children are not allowed in class or to be left unattended on campus.

Academic Misconduct

You have started this academic journey to prepare for a future career. Because of this, it is important that you learn the materials being presented in your courses. For this reason, cheating, in any form, robs you of your opportunity to learn and master the material that will enable you to succeed in that future career. Nashville State has a clear Academic Misconduct Policy that you are expected to follow. In addition, your instructors will clarify what Academic Misconduct looks like and the consequences for violations in each course that you take. The instructor has the authority to assign an "F" or a "zero" for such violations or for the semester grade.

"In general, these three acts are considered plagiarism: (1) failing to cite quotations and borrowed ideas, (2) failing to enclose borrowed language in quotation marks, (3) failing to put summaries and paraphrases in your own words" (Hacker and Sommers 370). Academic dishonesty may be defined as, but is not limited to, intentionally trying to deceive by claiming credit for the work of another person, using information from a web page or source without citing the reference, fraudulently using someone else's work on an exam, paper, or assignment, recycling your own work from another course, purchasing papers or materials from another source and presenting them as your own, attempting to obtain exams/materials/assignments in advance of the date of administration by the instructor, impersonating someone else in a testing situation, providing confidential test information to someone else, submitting the same assignment in two different classes without requesting both instructors' permission, allowing someone else to copy or use your work, using someone else's work to complete your own, altering documents, transcripts or grades, and forging a faculty/staff member's signature.

Instructors at NSCC have access to a variety of sources to search for plagiarized work. Assignments and papers are checked by *Turnitin.com* before I grade them. Students charged with Academic Misconduct will receive written notice via NSCC email. Students have five working days to appeal the sanction to the Dean for Student Services.

Course Content

Course materials—including literature, supplementary materials, Internet content, and class discussions—may contain graphic content, mature content, and content that some might find difficult or offensive. The course content may be challenging and difficult, but advanced study requires grappling with these topics. No material will be changed or any substitution allowed. By choosing to remain in this course, you have chosen to accept its requirements. Hearing the voices of writers and of fellow students is an important part of this process, so all of us must work to create an environment that is both respectful and academically rigorous.

Academic Early Alert System

If you are not doing well in your course, your instructor may send you an Early Alert through your @my.nscc.edu email. This email will go to your academic advisor and Student Success advisor, as well. If you get an Early Alert, contact your instructor immediately. Instructors send these when they want to help you figure out how to get extra support to pass the course. An Early Alert does not mean that you have already failed the course. Rather, it means you are in danger of failing the course if you do not change your learning strategy. Please use an Early Alert to your advantage and as an opportunity to improve your grade.

RAVE Emergency Alert System

You can log in to this free alert system to receive text messages about emergencies related to NSCC campuses: https://www.getrave.com/login/nscc. The instructions for this are listed below.

- Your RAVE Username is your NSCC email address.
- If you've never received an email from RAVE with your password, or if you need to reset your password, select "Forgot your password?" and a new password will be emailed to you.
- Should the RAVE system indicate "user not found", select Register and create your own RAVE account.

Student Wellness

Your well-being is important to us. With this in mind, the college has several resources available to provide support when needed:

- Free tutoring provides assistance beyond the classroom to help you make the most of your college education.
- These resources include NSCC email, scheduling, online courses, textbooks, tech check out and support, computer labs on campuses, academic advising, financial advising, COVID-19 information and procedures on campuses.

- [Services](#) that help with bus passes, food, childcare, textbooks, housing, financial counseling, personal counseling, suicide prevention, health insurance.

Equity Statement

Nashville State Community College strives to ensure that each student receives what that student needs to be successful, with goals of success beyond the classroom. We understand and practice ideals of equity and inclusion for our students by embracing a full spectrum of experiences, viewpoints, and intellectual approaches in order to overcome barriers to success.

Syllabus Modifications

The Instructor reserves the right to modify this syllabus at any time during the course. If changes are necessary during the term of the course, the instructor will immediately notify students of such changes both by individual email communication and posting both notification and nature of change(s) on the course News.