

Expository Writing in Professional Discourse

Special Topic: Writing, Rhetoric, Space, and Place

Fall 2019

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| Instructor: Joshua M. Rea | Section: 006 |
| Course Time: TR 9:30am-10:45am | Classroom: CPR 480 |
| Office Location: CPR 301K | Office Phone: |
| Email: jmrea@mail.usf.edu | Office Hours: W 11:00-2:00 (I am also usually in my office TR 11-12). |

Course Information & Description

ENC 3310 teaches the techniques for writing effective prose, excluding fiction, in which student writing is extensively criticized, edited, and discussed with the instructor and with peers.

In this version of the course, we will focus on a specific topic of emerging interest in the fields of writing and rhetoric: space and place. One might wonder what spaces and places have to do with writing or with rhetoric. In fact, a wealth of research shows that places are fundamentally rhetorical; that is, they have communicative aspects and are designed to send specific messages to particular audiences. Additionally, scholars have increasingly called attention to the "where" of writing, and this can include where we write or speak (as part of the context informing our communications) or the settings of our writing (i.e. a place we write about). All of these are topics we will explore in this course.

By the end of the course, students will have an understanding of basic scholarship on place and space, specifically as these relate to rhetoric and writing; understand how to write with, in, and about places; and understand how places both are rhetorical and inform our rhetorical practices.

This is a 3 credit hour course. This course has no prerequisites. It's offered through the Department of English in the School of Humanities, College of Arts and Sciences. The course meeting time(s) and location are listed above.

This is a 6ACT Communications course (formerly, Gordon Rule). Students in this course will engage in writing as a "process," which means employing strategies such as pre-writing, co-authoring, document design, peer feedback, revising, and editing. Students will learn how to develop ideas and texts that follow academic/disciplinary conventions for different contexts, audiences, and purposes. An integral part of writing instruction is the opportunity to revise documents in response to feedback, so students will be required to revise at least some course writing assignments (including one major assignment) after receiving feedback from the instructor. At a minimum, students will write 4500 words for this course. Students must achieve

a proficiency level of at least C- in the course in order to receive Gordon Rule Communication credit. This course fulfills the FKL Writing Intensive (WRIN) capstone requirement.

Course Requirements

This is primarily a writing class, but students are also expected to read carefully, engage in meaningful in-class discussions, and conduct research for major projects. There will be both individual and collaborative work throughout this class. Students will complete four major writing projects (that include several deliverables each), complete reading and homework assigned, participate in class, give presentations, and conduct regular document review.

Course Goals

In this course students will:

- Observe and describe the ways that places and spaces are communicative and contribute to communication
- Analyze and critique the ways that places have been constructed to serve rhetorical ends
- Evaluate and practice ways to effectively and responsibly write about places/spaces and with places/spaces as considerations in writing

Student Learning Outcomes

- Identify the conventions of discourse--linguistic, visual, and technological--within a community, and discuss the intended audience(s) and goal(s)
- Compose discourse adapted to community conventions and designed to converse effectively with the target audience of other participants in the discourse community
- Produce a deliverables to include communications circulated within the community, reports on the planning and practice of communication within the community, and rhetorical reflections on the experience of participation in the community and class
- Design deliverables in multiple media that effectively communicate the conventions of professional discourse to an uninitiated audience of new members or the general public

Required Course Texts

No textbooks are required for this course. Readings will be provided by the instructor and by students.

Critical Assignments

The critical assignments relate to and measure the Student Learning Outcomes.

1. Organization Report: Students research and write about an organization that works with or impacts local places in some way.
2. Mapping Project: Students will map out a place in Tampa Bay.
3. Place Critique: Students will analyze and critique a place in Tampa Bay.

4. Place Problems: Students will collaboratively work to solve place-based problems.
5. Short Assignments: Includes all homework and in-class work.
6. Participation: Includes both attendance and actual participation in class discussions and activities.

Grading Policy

Weights of Assignments

| Assignment | Final Grade % |
|--------------------------------|----------------------|
| Project 1: Organization Report | 10% |
| Project 2: Mapping | 20% |
| Project 3: Place Critique | 20% |
| Project 4: Place Problems | 30% |
| Short Assignments | 10% |
| Participation | 10% |

Grading Scale

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|-------------------|------------------|-------------------|
| A+ (97–100) 4.00 | A (94–96.9) 4.00 | A– (90–93.9) 3.67 |
| B+ (87–89.9) 3.33 | B (84–86.9) 3.00 | B– (80–83.9) 2.67 |
| C+ (77–79.9) 2.33 | C (74–76.9) 2.00 | C– (70–73.9) 1.67 |
| D+ (67–69.9) 1.33 | D (64–66.9) 1.00 | D– (60–63.9) 0.67 |

Note: Students may not take this course S/U (Satisfactory/Unsatisfactory).

Late Work / Missed In-Class Work

Late and missed work will not earn assignment credit. You'll receive credit for all of the work you do for our class, inside or outside, as long as you follow proper protocol for submission and submit your work on time. You will submit most of your work to Canvas drop boxes.

Attendance Policy

Students are allowed three absences before any penalties accrue. A fourth absence will affect your participation grade; I will determine your participation grade at the end of the semester without attendance factored in, and then subtract 50%. A fifth absence will result in an additional 50% reduction of the student's participation grade (i.e. if your participation grade was 100% otherwise, it is now 25%). A sixth absence (three weeks of the course missed) will result in a zero on your participation grade. Any further absences will result in failure of the course. If you anticipate an issue with regular attendance, please take the course in a semester when your schedule is more flexible.

If students will miss class for one of the following reasons, please alert me *prior* to the absence:

- Court Imposed Legal Obligations, Jury Duty, Court Subpoena, etc.
- Military Duty
- Religious Observance. Students who anticipate the necessity of being absent from class due to the observation of a major religious observance must provide notice of the date(s) to the instructor, in writing, by the second class meeting. Should an examination or the due date for an assignment fall on one of these dates, I will make arrangements with you for a make-up exam or an alternate date for submission of written work.
- Ongoing Medical Conditions. Students facing extenuating circumstances, such as a debilitating illness or injury (physical or mental) that inhibits him or her from attending class or completing assignments, must work with the appropriate on-campus organization, which will then act as a liaison on behalf of the student and help the instructor determine appropriate action. These organizations include the Center for Victim Advocacy & Violence Prevention, Students with Disabilities Services, and Students of Concern Assistance Team (SOCAT).
- USF Athletics' Participation. Any student who intends to miss class because he or she is participating in a scheduled USF athletics event is expected to present a schedule of such participating events to his or her instructor by the third week of the semester if he or she intends to be absent for a class or an announced examination.

Incomplete

The current university policy concerning incomplete grades will be followed in this course. For USF Tampa undergraduate courses and USFSM undergraduate and graduate courses: An "I" grade may be awarded to a student only when a small portion of the student's work is incomplete and only when the student is otherwise earning a passing grade. The time limit for removing the "I" is to be set by the instructor of the course. For undergraduate students, this time limit may not exceed two academic semesters, whether or not the student is in residence, and/or graduation, whichever comes first. "I" grades not removed by the end of the time limit will be changed to "IF" or "IU," whichever is appropriate.

Technology Requirement

Students are required to have regular access to a computer, the internet, a word processor, Canvas, USF email, and a printer. There are many technology labs on campus that students can use at no extra cost, so students should have regular access to all required technology via the USF campus resources. The [USF Digital Media Commons](#) is also available for student use. The DMC is an excellent and recently expanded "multimedia production area which provides equipment, instruction, space, and assistance" for students to use design equipment and software.

In the event of a USF service disruption that affects all students, instructors will notify students how to submit assignments.

Writing Studio

[USF's Writing Studio](#) offers assistance to any student who wants to improve his or her writing skills. Rather than offering editing assistance, during a session in the Writing Studio, consultants and students work together to enhance the organization, development, grammar, and style of any type of writing across the disciplines. Students are encouraged to visit the Writing Studio at any stage during the writing process, from brainstorming and pre-writing to final polishing. The USF Writing Studio is conveniently located on the second floor of the library. Walk-ins are welcome dependent on availability, but students are encouraged to make an appointment by visiting the Writing Studio during office hours or calling 813-974-8293. Additional feedback is available via SmartThinking, an online tutoring center, which is accessible via Canvas.

Academic Grievance Procedures

The purpose of these procedures is to provide all undergraduate and graduate students taking courses within the University of South Florida System an opportunity for objective review of facts and events pertinent to the cause of the academic grievance. An “academic grievance” is a claim that a specific academic decision or action that affects that student’s academic record or status has violated published policies and procedures, or has been applied to the grievance in a manner different from that used for other students.

If a serious issue or conflict arises, the student should first make an attempt to reach a satisfactory resolution with the course instructor. If the instructor and student are unable to resolve the situation to their mutual satisfaction, the student may, *within three weeks of the incident*, file a letter of notification with Dr. Joyce Karpay, the Assistant to the Chair of the English Department

Student Conduct

Students are expected to come to class prepared, having read or completed the day’s assignment. Students may expect to be called on in class. Please silence all cell phones before class begins. Students are not permitted to record class lectures or discussions without written permission from the instructor. Also, students are not permitted to sell notes or tapes of class lectures.

A positive learning environment is important for both students and me. Please observe common classroom courtesies:

- Turn off or silence cell phones before class begins. And please, no texting.
- Laptops are acceptable for note-taking and in-class work. If I notice that laptop use is becoming too much of a distraction, I reserve the right to revoke in-class use of laptops.
- While you are encouraged to provide criticism to help peers improve their work, disrespectful or disruptive behavior and comments will not be tolerated, online or in person.
- Submitting any work with intentionally inflammatory or offensive material is unacceptable.
- If any behaviors interfere with instruction, whether in the classroom or online, I will then follow policies regarding your conduct from the USF Handbook.

Respect for others in our classroom is non-negotiable. We may be discussing ideas and concepts that challenge your current thinking, and I expect you to participate in these discussions in a respectful manner, even if you are expressing disagreement. Disparaging or disrespectful comments or behavior directed at another's gender, race, sexual orientation, religious beliefs, class, etc. are unacceptable.

Email Policy:

You should absolutely feel free to contact me by email with any concerns that you may have regarding the course or any issues that come up during the semester. However, I ask that you use discretion when emailing me, as otherwise my inbox will become very overwhelming very quickly. Before sending me an email, please make sure that the answer to your question cannot be found in your syllabus or by asking one of your classmates. Furthermore, please be sure to have an appropriate subject line and to write professionally (i.e. no text-speak), *especially* as this is a professional writing course and emails are one of the most common means of professional communication. Again, this should not discourage anyone from contacting me, I'm just giving you some guidelines on how to do so.

USF Policies:

USF's standard policies can all be found at the link below:

<https://www.usf.edu/provost/faculty/core-syllabus-policy-statements.aspx>

I should add to these policies that I am personally committed to doing everything in my power to work with various issues addressed in some of the policies above. Please let me know if you have any issues or concerns over the course of the class, especially that may impact your ability to participate in the course.

Tentative Schedule:

Week 1: Space and Place

Week 2: Rhetoric

Week 3: Discourse Communities & Place (Organization report)

Week 4: Place and Memory (Organization Report due)

Week 5: Maps and Writing

Week 6: Urbanism

Week 7: Tactics and Strategies, Writing the City (Mapping Project)

Week 8: Gentrification (Mapping Project Due)

Week 9: Housing

Week 10: Transportation

Week 11: Environment and Place (Place Critique Due)

Week 12: Entertainment Places (Assign Groups and Topics for final project)

Week 13: Digital Places

Week 14: Supplemental Topics; Group Work

Week 15: Final Projects Due, Wrap Up