

Instructor: Michael Tavel Clarke
Winter 2013
TTh 11:00-12:15
Science A 124A
Course Web Page: <http://blackboard.ucalgary.ca>

Office: Social Sciences 1016
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FACULTY OF ARTS
DEPARTMENT OF ENGLISH
COURSE SYLLABUS
235.03: FUNDAMENTALS OF LITERARY STUDIES: POETRY

Course Description

This course familiarizes students with poetic meter, rhyme, form, devices, and the history of poetry in English. It also introduces students to literary studies as an academic discipline on the university level. Through close reading, critical writing, scholarly research, and thoughtful discussion, students will develop the practical skills necessary in the discipline as well as skills that are valuable across the disciplines.

Required Texts

Norton Anthology of Poetry, Shorter Fifth Edition

Recommended Texts

A good dictionary and thesaurus
A good grammar manual

Course Requirements

Percentage of Final Grade

Short Essay.....	20%
Research Paper.....	30%
Midterm Exam	15%
Registrar-Scheduled Final Exam	25%
Reading Responses & Writing Exercises.....	10%

Students must be available for examinations up to the last day of the examination period (April 19-30, 2013).

Grading System

You must complete both essays and both exams to qualify for a passing grade.

Grade conversions on the University of Calgary's 4-point system are as follows:

A+/A = 4.0	B = 3.0	C = 2.0	D = 1.0
A- = 3.7	B- = 2.7	C- = 1.7	F = 0
B+ = 3.3	C+ = 2.3	D+ = 1.3	

About Reading Responses & Writing Exercises

You will contribute to an ongoing, on-line discussion of our readings for six of the assigned readings. Reading responses must be posted to the discussion board on Blackboard by noon the day before class discussion. You may choose which of the readings you wish to respond to. Contributions may take several forms: 2-3 thought-provoking questions to spark discussion; a response to a posted question; a response to or elaboration on a previous response; an analysis of an assigned text; a summary and/or critique of a published analysis of an assigned text; a personal response; or some combination of the above. With the exception of the first kind (the questions), reading responses should be about 300 words in length. More information about reading responses is available on Blackboard. I will also assign short, guided writing exercises during the semester. Generally you will post completed writing exercises to Blackboard. I will provide more information on these assignments in class and on Blackboard.

About Class Participation

Because this is a class that will demand considerable participation, your effort and involvement are essential to a successful learning experience (not only for you, but for your classmates). You should come to class with all necessary materials and prepared to participate actively in small- and large-group discussions, take part in workshops, offer considered responses to assigned readings, and respond respectfully and thoughtfully to other students' ideas. A good way to gauge your level of participation is to ask yourself, "How would this class function if everyone participated exactly as much as I do?" Since attendance is a necessary component of this course, routine unexcused absence will negatively affect your final grade.

Late Papers

You have the option of turning in one written assignment up to a week late without penalty. This policy applies to the essays as well as the reading responses and writing exercises. If you turn in an assignment more than a week late, or if you turn in a second assignment late, your grade on the work will be lowered by a third of a grade for each late day (i.e., an A paper that is one day late will receive an A-, two days late a B+, and so on; weekend days and holidays are counted in this total).

Turning in Assignments

Essays should be submitted through the digital dropbox on Blackboard. If this is not possible, you may deliver your assignment to Social Sciences 1152 and put it in the drop box, where your work will be date-stamped and placed in my mailbox. Please keep a copy of your assignment in case of loss. Papers cannot be returned by staff in the department office. Papers may not be delivered by email without prior permission.

Plagiarism:

Using any source whatsoever without clearly documenting it is a serious academic offense. Consequences include failure on the assignment, failure in the course and possible suspension or expulsion from the university. Please refer to the following information and make sure you are familiar with the statement below on plagiarism.

<http://www.ucalgary.ca/pubs/calendar/current/k-2-1.html>

Scribe and Muse Club for English Students:

The Scribe and Muse Reading and Writing Club (SMRWC) fosters and champions reading and writing through community service, leadership, and engagement. We strive to enhance the academic and social experience of undergraduate students by promoting academic excellence and interaction between students, faculty, and the community, through social, cultural, and academic events. <http://english.ucalgary.ca/content/scribe-and-muse-reading-and-writing-club>
Our email address is smrwc@ucalgary.ca.

English Department Website:

For more information about courses, programs, policies, events and contacts in the Department of English, please go to our website at <http://english.ucalgary.ca>.

Writing support:

The Student Success Centre offers both online and workshop writing support for U of C students. <http://www.ucalgary.ca/ssc/writing-support>

Follow the Department of English on Facebook & Twitter:



Academic regulations and schedules:

Consult the Calendar for course information, university and faculty regulations, dates, deadlines and schedules, student, faculty and university rights and responsibilities. The homepage for the University Calendar is

<http://www.ucalgary.ca/pubs/calendar/current/index.htm>

Guidelines on e-mail Etiquette:

<https://www.ucalgary.ca/it/help/articles/email/etiquette>

Grade appeals:

Consult the following University Calendar link and request advice from the English Department office, SS 1152. Please note that “mere dissatisfaction with a decision is not sufficient grounds for the appeal of a grade or other academic decision.”

<http://www.ucalgary.ca/pubs/calendar/current/i.html>

Deferral of term work and final examinations:

Should you require an extension for completion of term papers or assignments beyond the deadline of five days after the end of lectures, an Application of Deferment of Term Work form must be completed. The University also has regulations governing the deferral of final examinations. See Calendar:

<http://www.ucalgary.ca/pubs/calendar/current/g-6.html>, <http://www.ucalgary.ca/pubs/calendar/current/g-7.html>.

Academic accommodation:

It is a student’s responsibility to request academic accommodation. If you are a student with a disability who may require academic accommodation and if you have not registered with the Disability Resource Centre, please contact their office at 220-8237. Your academic accommodation letters should be provided to your instructor no later than fourteen (14) days after the commencement of this course. Students who have not registered with the Disability Resource Centre are not eligible for formal academic accommodation. <http://www.ucalgary.ca/drc/>

Emergency Evacuation/Assembly Points: <http://www.ucalgary.ca/emergencyplan/assemblypoints>;

Freedom of Information and Protection of Privacy Act: <http://www.ucalgary.ca/legalservices/foip/>

“Safewalk” Program:

Campus Security will escort individuals day or night: call 220-5333 for assistance. Use any campus phone, emergency phone or the yellow phone located at most parking lot pay booths.

<http://www.ucalgary.ca/security/safewalk/>

Faculty of Arts Program Advising and Student Information Resources:

Have a question, but not sure where to start? The new Faculty of Arts Program Information Centre (PIC) is your information resource for everything in Arts! Drop in at SS110, call us at 403-220-3580 or email us at artsads@ucalgary.ca. You can also visit the Faculty of Arts website at

<http://arts.ucalgary.ca/undergraduate> which has detailed information on common academic concerns.

For program planning and advice, contact the Student Success Centre (formerly the Undergraduate programs Office) at (403) 220-5881 or visit them in their new space on the 3rd Floor of the Taylor Family Digital Library.

For registration (add/drop/swap), paying fees and assistance with your Student Centre, contact Enrolment Services at (403) 210-ROCK [7625] or visit them at the MacKimmie Library Block.

Contact for Students Union Representatives for the Faculty of Arts:

arts1@su.ucalgary.ca, arts2@su.ucalgary.ca, arts3@su.ucalgary.ca, arts4@su.ucalgary.ca

Contact for Students Ombudsman's Office: <http://www.ucalgary.ca/provost/students/ombuds>

PLAGIARISM

Plagiarism is an extremely serious offence. Please read the following information carefully. The penalty routinely recommended by the English Department for documented plagiarism is failure of the course in which the offence occurred; academic probation is also routinely applied at the Faculty level. Suspension or expulsion can result from severe or repeated plagiarism.

The University Calendar states:

1. Plagiarism - Essentially plagiarism involves submitting or presenting work in a course as if it were the student's own work done expressly for that particular course when, in fact, it is not. Most commonly plagiarism exists when:

- (a) the work submitted or presented was done, in whole or in part, by an individual other than the one submitting or presenting the work (this includes having another impersonate the student or otherwise substituting the work of another for one's own in an examination or test),
- (b) parts of the work are taken from another source without reference to the original author,
- (c) the whole work (e.g., an essay) is copied from another source, and/or,
- (d) a student submits or presents work in one course which has also been submitted in another course (although it may be completely original with that student) without the knowledge of or prior agreement of the instructor involved.

While it is recognized that scholarly work often involves reference to the ideas, data and conclusions of other scholars, intellectual honesty requires that such references be explicitly and clearly noted.

Plagiarism occurs when direct quotations are taken from a source without specific acknowledgement, or when original ideas or data from the source are not acknowledged. Citing your sources in a bibliography is not enough, because a bibliography does not establish which parts of a student's work are taken from other sources. MLA (Modern Language Association) documentation or other recognized forms of citation must be used for this purpose. Advice on adequate documentation can be found at the following web sites:

<http://www.dianahacker.com/resdoc/>

<http://owl.english.purdue.edu/owl/resource/747/01/>

DEPARTMENT OF ENGLISH STATEMENT ON PRINCIPLES OF CONDUCT

According to the University Calendar, (<http://www.ucalgary.ca/pubs/calendar/current/j.html>)

“The University of Calgary community has undertaken to be guided by the following statements of purpose and values: to promote free inquiry and debate, to act as a community of scholars, ..., to respect, appreciate, and encourage diversity, [and] to display care and concern for community”. The Department of English, like the university as a whole, is committed to a “positive and productive learning and working environment.” This environment is characterized by appreciation and encouragement of diversity and respect for the dignity of all persons: students, support staff, and faculty. The department will not tolerate unacceptable behaviour, such as threatening gestures, threatening or abusive verbal or written communication (including e-mails), or any conduct that “seriously disrupts the lawful education and related activities of students and/or university staff”. Any cases of such misconduct should be reported immediately to the department Head, who, depending on the nature and severity of the incident, may then take further appropriate action.