

RHE 368C Spring 2009

Unique Number: 44360

Place and Time: PAR 104, Monday and Wednesday, 11-12:30

Instructor: John Ruskiewicz

Office: Calhoun 202 Telephone: 471-8764 (personal); 471-6109 (DRW Office)

Office Hours: Monday & Wednesday, 3:30-5 and by appointment

**Goals:** RHE 368C is a course designed to prepare you to serve as a peer tutor in the Undergraduate Writing Center (UWC). During the first part of the term, you will study issues related to writing center theory and practice. You will analyze the goals and practices of writing centers, examine elements of contemporary rhetorical and composition theory (including the writing process), survey the course syllabi and assignments for RHE 306, and review basics of grammar, mechanics, and usage. Later in the term, you will work under supervision for six hours a week as a consultant in the Undergraduate Writing Center.

**Course work:** RHE 368C will require your participation in various activities, ranging from observations in the writing center to involvement in mock tutorials. You will download many of your written assignments to our Blackboard site, where your classmates will read and comment on them.

**Grades:** To pass the course, you must attend regularly and participate in the UWC observations, mock tutorials, and other activities. Failure to complete these activities on time will result in a lowering of your grade. You must also satisfactorily fulfill your 6-hrs./week internship obligations in the second half of the course. Your final letter grade will be calculated this way.

Literacy Biography / 5%

Argument / 20%

Midterm self-assessment / 15%

Grammar quizzes / 20%

UWC Observation reports / 15%

First tutoring sessions report / 5%

Class participation and attendance / 5%

Final self-assessment / 15%

**Materials and Textbooks:** For this class, you will need to purchase two books.

Gillespie and Lerner, *The Allyn and Bacon Guide to Peer Tutoring*,

2nd edition

Hairston and Ruskiewicz, *The Scott, Foresman Handbook for Writers*, 8th edition

**Attendance/Late Assignments:** You are expected to attend class regularly and to participate in all in-class activities. If you miss six classes or more, you will fail automatically. Please take attendance seriously. You must also fulfill your 6 hrs/wk internship in the UWC during the second half of the course. Failure to do so will also result in a lowering of the final mark.

Please note that your absences are recorded in a column on the Blackboard site. The numbers in this column are **not** points awarded to you or added to your score for the semester. They are merely the number of absences you have accumulated this term. Let me know if you have any questions.

Assignments are due at the beginning of the class period for which they are assigned. Worked turned in late will lose points or credit. There is no makeup of in-class work and no extra credit.

**Scholastic Responsibility/Complaints:** Turning in work that is not your own or any other form of scholastic dishonesty will result in a major course penalty, including possible failure in the course. A report of the incident will also be made to the Office of the Dean of Students.


**Accommodation for Students with Disabilities:** The University of Texas at Austin provides upon request appropriate academic adjustments for qualified students with disabilities. For more information, contact the Office of the Dean of Students at 471-6259, 471-4641 TDD.

**Web-based Class Sites:** Since spring 2001, Web-based, password-protected class sites have been available for all accredited courses taught at The University. Syllabi, handouts, assignments and other resources are types of information that may be available within these sites. Site activities could include exchanging e-mail, engaging in class discussions and chats, and exchanging files. In addition, class e-mail rosters will be a component of the sites. Students who do not want their names included in these electronic class rosters must restrict their directory information in the Office of the Registrar, Main Building, Room 1. For information on restricting directory information see:

<http://www.utexas.edu/student/registrar/catalogs/qi00-01/app/appc09.html>

(09SP) WRITING CENTER INTERNSHIP-W (44360) Syllabus

Edit Mode: 



(09SP) WRITING CENTER INTERNSHIP-W (44360)

- Announcements
- Syllabus
- Faculty Information
- Course Documents
- Assignments
- Communication
- My Grades
- Discussion Board
- External Links
- Tools
- UT Policies
- UT Honor Code
- Research Tools
- Course Information

## COURSE MANAGEMENT

[Control Panel](#)[Course Tools](#)[Course Links](#)[Evaluation](#)[Users and Groups](#)[Customization](#)[Packages and Utilities](#)[Help](#)

## Syllabus

[Create Item](#)[Build](#)[Evaluate](#)[Collaborate](#)[More](#)

### Syllabus

Spring, 2009 -- RHE 368c -- Section 44360

#### Class Schedule

[January](#)[February](#)[March](#)[April](#)[May](#)

#### January

All items listed are tentative; schedule may change to reflect course needs. References to textbooks are as following:

- *The Allyn and Bacon Guide to Peer Tutoring, 2e*—ABGPT (May also be titled *The Longman Guide to Peer Tutoring, 2e*)
- *The Scott Foresman Handbook for Writers, 8e*—SFH/8

#### January 21

Course introduction and policies

What is a Writing Center?

Assignment: a literacy narrative (described in ABGPT, Ch. 1). Due

January 28

#### January 26

What is Rhetoric? What is Composition?

Literacy narratives due next class. Post them to course Web site.

Read "A Room of One's Own in the Academy: The Writing Center as a Feminized Space" in *Praxis*, Fall 2007, posted in "External Links"

#### January 28

Discussion of literacy narratives

Gender Issues in the Writing Center

#### February

#### February 2

Writing Center Tour: class meets as usual in PAR 104, then moves to UWC.

ABGPT, Ch. 2 The Writing Process

ABGPT, Ch. 3 The Tutoring Process

#### February 4

Understanding a writing handbook

Grammar, mechanics, usage: the Glossary of Usage.

ABGPT, Ch. 5 Observing in the Writing Center

Three required observations in UWC by March 3

**February 9**

Overview of teaching argument and RHE 306

Assignment: Writing An Argument (first draft due March 11)

Skim SFH/8, Ch. 49 (on how do document a research paper).

Read MLA Documentation, SFH/8, Ch. 50 (especially pp. 686–701 covering basic MLA procedures); 732–35 (formatting an MLA paper, notably the title page); and 747–48 (setting up a Works Cited page).

Also review APA Documentation in SFH/8, Ch. 51 (especially pp. 750–61 (basic APA procedure); 776–82 (APA paper format); and 792–93 (References page).

**February 11**

Presentation on RHE 306: Amanda Moulder, DRW Assistant Director

Review of sample RHE 306 papers

**February 16**

Quiz #1 on MLA and APA documentation

ABGPT, Ch. 4 Examining Expectations

Sample student essay

Read SFH, Chs. 16–17 on Effective Sentences and Stylish Sentences

**February 18**

Discussion of student paper

Topic proposals for Argument Assignment due.

Review SFH/8, Chs. 31–33 (on ESL issues)

ABGPT, Ch. 9 Working with ESL Writers

**February 23**

Presentation on ESL issues by UWC ADs Jamie Jesson and Andy Jones

Discussion of topic proposals.

Read Verbs and Verbals, SFH/8, Chs. 22–24

Preliminary discussion of observations

**February 25**

Quiz #2 on Verbs and Verbals

Q & A with undergraduate consultants: Kimberly Hoffman, Justin Smith, Chris Edwards, and Ryan Thomas (at 11:20)

Read Pronouns, SFH/8, Chs. 26–29

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**March****March 2**

Quiz #3 on Pronouns

UWC Observation Reports (3) due on Blackboard

Discussion of UWC observations

Read SFH/8, Ch. 25 Plurals, Possessives, and Articles and Ch. 39 Modifiers

**March 4**

Quiz #4 on Ch. 30 Modifiers only

Observation Reports (cont.)

Richard Lanham, *Revising Prose* video.

Read first cluster of punctuation chapters, SFH/8, Chs. 34–37

**March 9**

Discussion of *Revising Prose*

Discussion of arguments—first draft due next class

UWC consultation scenarios

Sample student essay

Assignment: Midterm self-assessment (due March 25)

**March 11**

First draft of arguments due in paper and electronic form  
Writing Notes to Instructors  
ABGPT, Ch. 11 Writing Center Historical and Theoretical Contexts

**March 16**  
Spring Break!

**March 18**  
Spring Break!

**March 23**  
Class cancelled!

**March 25**  
Quiz #5 on SFH/8, Chs. 34–37  
Discussion of midterm self-assessment  
Review of notes to instructors  
Set up for Mock Tutorials  
Review second cluster of punctuation chapters, SFH/8, Chs. 38–42. [No quiz on these chapters, but you need to be familiar with this material.]  
Read ABGPT, Ch. 6 Tutoring Practice

**March 30**  
Mock Tutorial #1  
Midterm Self-Assessment due on Website

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## April

**April 1**  
Mock tutorial #2  
Lisa Leit (UWC Coordinator) and Michele Solberg (UWC Administrative Associate)

**April 6**  
Mock tutorial #3  
Discussion of mock tutorials  
ABGPT, Ch. 7 Reflecting on the First Session  
ABGPT, Ch. 13 What if . . .

**April 8**  
UWC Internship begins  
In-office conferences on arguments begin.

**April 13**  
UWC Internship

**April 15**  
*Class in session:* Discussion of internship-in-progress  
Assessment of first UWC session[s] due in discussion board

**April 14**  
UWC Internship

**April 20**  
UWC Internship

**April 22**  
UWC Internship  
Final version of argument is due: turn the paper in at Calhoun 202 on or before this date

**April 27**

UWC Internship

April 29  
UWC Internship

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**May**

May 4  
UWC Internship

May 6  
Final class meeting: Course Evaluation  
Final self-assessment due on Website

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