

ENGL 237.238.239 Course Syllabus

Writing Fiction

Item#s: 1191, 1193, 1195

Fall 2021

- Instructor: Rhonda Gilliam
- E-mail: rgilliam@bellevuecollege.edu
- Phone: 425-564-2123 [leave a message only]
- Office Hours: 12:00 pm (noon) -1 pm (Tu &Th) [on Microsoft Teams]
 - A link to my Virtual Office is provided on the homepage.
 - See this link for more information on using Teams: <https://bellevuecollege.teamdynamix.com/TDClient/2044/Portal/KB/ArticleDet?!ID=99966> (Links to an external site.)
 - Other appointment times are available via Zoom; please contact me via Canvas email to schedule.

English Department Information

- Office: R-230
- Phone: (425) 564-2341
- Webpage: <https://www.bellevuecollege.edu/english/>

Course Information

This quarter, we will deal specifically with fiction writing techniques for popular or genre fiction. Genre fiction includes fantasy, horror, mystery, romance, science fiction, vampire, and western along with their many sub-genres. Whether you are experienced with writing genre fiction or merely trying it out for the first time, you will find help in this class. Also, note—the old days of distinct genres are long gone. In today's genre fiction, you will very often find mixtures of at least two, and often more, genres. So, don't

despair if your mystery ends up having horror and fantasy aspects or vice versa.

Course Outcomes

According to the English department at Bellevue College, after completing this course, students will be able to:

- Distinguish between plot and story
- Create believable characters through description, action, scene, and dialogue
- Develop scenes
- Establish and sustain a point of view
- Create and sustain tension
- Show, rather than tell, by using specific details, naming nouns and strong, active verbs
- Control sentence structure, length, and word choice to create a particular tone and mood
- Critique, revise and edit works in progress

How Course Outcomes will be met

Over the course of the quarter, you will complete the following assignments to develop your fiction writing skills:

- Read instructional material on character, plot, story, scenes, dialogue, point of view, and setting from our class website and apply this instructional material to homework assignments.
- Participate in weekly class discussions to develop and share your understanding of these elements of fiction [character, plot, story, dialogue, point of view, and setting] as seen in the readings.
- Write a short scene, mainly in dialogue, in an assigned setting.
- Write a vignette from your choice of assigned photographs. [*A vignette is a short, descriptive scene.]

- Write, revise and edit one (1) original short story or a first novel chapter [not a prologue].
- Participate in Feedback Workshops to improve your ability to critique the work of others and revise your work.

Grading

Assignments and Grades:

- **Homework Assignments:** 150 points
(6 homework assignments @ 25 points each)
- **Discussions:** 90 points
(6 discussions @ 15 points each)
- **Scene Assignment:** 75 points
(original and revised draft)
- **Vignette Assignment:** 75 points
(original and revised draft)
- **Original Short Story:** 100 points
(original, work-shopped, and revised draft)
- **Writing Workshop Feedback:** 75 points
(3 workshop reviews @ 25 points each)
- **Total Points for the Course:** 565 points

Late Policy:

Assignments submitted after the due date listed on the course calendar will lose 10% of their total points per 24-hour period that they are late. I will not accept late assignments if they arrive *more than 96 hours* after the original due date without prior approval. If you think you may be late before the deadline, contact me immediately to arrange a new due date.

Grading Policies:

Bellevue College's Grading Policy is explained in the current Course Catalog and can also be found at this link: [Grading Policy](http://bellevuecollege.edu/policies/3/3000_grading.asp) (http://bellevuecollege.edu/policies/3/3000_grading.asp)

Grading Turnaround Time:

Rubrics (grading tools) are provided for all Discussions and the Feedback Workshop assignment. These assignments will be graded and returned with 48-60 hours of their due dates.

Rubrics are also provided for Scene, Vignette, Homework, and Short Story assignments. My goal is always to return your writing assignments within 5 working days of their submission.

****Important Note:** I grade the scene, vignette, and short story assignments according to their length. If your writing assignment, whatever kind it is, exceeds the length requirement stated in the assignment, I will grade it after I have graded the assignments that meet the length requirements. Submitting a longer than required length assignment may substantially delay the return of your assignment, depending on how many assignments I get that are long.

I grade all late assignments last. Depending on how late they are, I may not get them back within the time allotments stated above.

Books and Materials Required

No textbook is required for this class.

You will need access to the following technology tools:

- An Internet service provider. If having this service is a financial barrier to you, please check out the following link: <https://www.internetessentials.com/> This program from Comcast offers eligible students affordable internet for their course work.

- A web browser. Bellevue College recommends that students use either Google Chrome or Mozilla Firefox browsers as they work best with Canvas.
- A copy of Microsoft Word for your written work. I will accept your work if it is in Word. Bellevue College offers students a free copy of Microsoft Office 2019, so please check out the information at this link:
<https://bellevuecollege.teamdynamix.com/TDClient/2044/Portal/KB/ArticleDet?ID=23710>

Help with Canvas

Students can find help with Canvas at this link: [Student Canvas Help](https://bellevuecollege.teamdynamix.com/TDClient/2044/Portal/KB/ArticleDet?ID=23710)
(<https://bellevuecollege.teamdynamix.com/TDClient/2044/Portal/KB/ArticleDet?ID=23710>)

Virtual Classroom Learning Atmosphere

This class is an asynchronous learning class; therefore, you are required to attend electronic class sessions. I recommend "attending" class at least 5 days a week. In this class, I have created a path—using learning modules and the course calendar—to guide students through the course on time. While you have some flexibility in choosing when to do your work, you will have deadlines for submitting that work.

Instructor's Expectations

1. I expect that you will participate in all class activities, whether individually or in groups, as assigned on the class calendar, instructional pages, and the syllabus.
2. I expect that you come to this class with some basic college-level skills, such as
 - A. the ability to read, to comprehend, and to follow clear written instructions,
 - B. the ability to ask questions if you are confused or are having problems with the technology,

- C. the ability to attach and download files as well as follow links on Canvas, and
 - D. the ability to write using the standard conventions of modern English grammar and mechanics.
3. Furthermore, in this class, I expect that you will
- A. "attend" class at least 5 days each week,
 - B. participate in *ALL* class activities, (**see note below)
 - C. be responsible to save and backup your assignment files, and
 - D. always be courteous and respectful to everyone in the class.

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Any student who disrupts our class's learning environment will be referred to the College Disciplinary Officer and asked to withdraw. Read the information on Netiquette in the Start Here module.

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******Every quarter someone who has failed to participate fully asks me for an incomplete or an extra credit assignment. Here are my policies in these areas:

(1) Incomplete (I) grades: I give an incomplete in the following situations. First, the student has completed 80% of the coursework, and second, the student has a verifiable medical or family emergency that prevents him/her from completing the coursework on time.

(2) Extra credit Assignments: I do not assign extra credit to individuals, though I may offer it to the entire class for certain activities.

Plagiarism Policy:

I expect academic honesty. If you are unclear on what academic dishonesty or plagiarism is, please read the Arts and Humanities student procedures

and policies posted below, paying attention to number 5 (five). If you cheat or plagiarize, the following actions will be taken:

1. You will receive a grade of "F" (50) on the work (period).
2. You may not re-do or make up this work.
3. A report of the incident will be filed in the Dean of Students' Office.
 - This report may become part of your permanent record or the Dean may choose to pursue further disciplinary action.
 - Please review the Student Code regarding [Prohibited Student Conduct](#)
(<http://www.bellevuecollege.edu/policies/id-2050/>)

Accessibility

The online elements of this course are designed to be welcoming to, accessible to, and usable by everyone, including students who are English-language learners, have a variety of learning styles, have disabilities, or are new to online learning.

Be sure to let me know immediately if you encounter a required element or resource in the course that is not accessible to you. Also, let me know of changes I can make to the course so that it is more welcoming, accessible, or usable for future students.

Affirmation of Inclusion

Bellevue College is committed to maintaining an environment in which every campus community member feels welcome to participate in the life of the college, free from harassment and discrimination.

We value our different backgrounds at Bellevue College, and students, faculty, staff members, and administrators are to treat one another with dignity and respect.

Affirmation of Inclusion (<https://www.bellevuecollege.edu/inclusion/>)

Religious Holidays

Students who expect to miss classes, examinations, or any other assignments because of religious observance will be provided with a reasonable alternative opportunity to complete such academic responsibilities. However, it is the obligation of that student to provide me notice of the dates of these religious holidays, preferably at the beginning of the quarter, if they prevent the student from being online to complete their work.

Policy 2950 Accommodations for Reasons of Faith or Conscience (<http://www.bellevuecollege.edu/policies/id-2950p-2/>).

College Anti-Discrimination Statement

Bellevue College does not discriminate based on race or ethnicity; creed; color; national origin; sex; marital status; sexual orientation; age; religion; genetic information; the presence of any sensory, mental, or physical disability; or veteran status in educational programs and activities which it operates.

Bellevue College is prohibited from discriminating in such a manner by college policy and by state and federal law. All college personnel and persons, vendors, and organizations with whom the college does business are required to comply with applicable federal and state statutes and regulations designed to promote affirmative action and equal opportunity.

Equal Opportunity (<http://www.bellevuecollege.edu/equal/>)

Confidentiality and Mandatory Reporting

As an instructor, one of my responsibilities is to help create a safe learning environment on our campus, whether in-person or online. My goal is that you feel able to share information related to your life experiences in our

one-on-one meetings. I seek to keep any shared information private to the greatest extent possible. However, I am required to share with the Title IX Coordinator all information regarding sexual assault and other forms of sexual misconduct (e.g. dating violence, domestic violence, stalking) that may have occurred on campus or that impacts someone on campus.

Students may speak to someone confidentially by contacting the BC Counseling Center at (425) 564-2212. The Title IX Office can be contacted at 425-564-2641 and more information can be found at Title IX (<http://www.bellevuecollege.edu/titleix/>).

If you have any concerns, use this link to Report Concerns (<https://www.bellevuecollege.edu/reportconcerns/>).

Division Statements

The Arts and Humanities division policy and the policies stated in this syllabus will govern this course.

Please read [The Arts and Humanities: Student Procedures and Expectations](http://s.bellevuecollege.edu/wp/sites/59/2013/11/STUDENT-PROCEDURES-AND-EXPECT_march22_2016.pdf) (http://s.bellevuecollege.edu/wp/sites/59/2013/11/STUDENT-PROCEDURES-AND-EXPECT_march22_2016.pdf)

Please also read “[The Arts and Humanities Commitment to Student Growth and Development](http://s.bellevuecollege.edu/wp/sites/59/2013/11/Arts-and-Humanities-Commitment-to-Student-Growth-and-Development1.pdf).”

(<http://s.bellevuecollege.edu/wp/sites/59/2013/11/Arts-and-Humanities-Commitment-to-Student-Growth-and-Development1.pdf>)

Links to Important Campus Resources

[Access and bookmark these links for future use.]

Please use the following important links to learn more about:

- [Campus Resources](https://www.bellevuecollege.edu/resources/)
[This page has links to Bookstore, Financial Aid, Counseling, etc.]
(<https://www.bellevuecollege.edu/resources/>)
- The [Disability Resource Center \(DRC\)](https://www.bellevuecollege.edu/drc/),
(<https://www.bellevuecollege.edu/drc/>)
- [Online Services for Students @ BC](https://www.bellevuecollege.edu/services/)
[This page has links to popular resources such as Registration, Records, and Grades, as well as other online services for students.]
(<https://www.bellevuecollege.edu/services/>)
- The [Public Safety office](http://bellevuecollege.edu/publicsafety/),
(<http://bellevuecollege.edu/publicsafety/>)
- The [Academic Calendar](https://www.bellevuecollege.edu/enrollment/calendar/),
(<https://www.bellevuecollege.edu/enrollment/calendar/>)
- The [Academic Success Center](http://www.bellevuecollege.edu/asc/), [also linked in left-hand margin]
(<http://www.bellevuecollege.edu/asc/>) and
- the [IT Service Desk](https://bellevuecollege.teamdynamix.com/TDClient/Home/).
(<https://bellevuecollege.teamdynamix.com/TDClient/Home/>)

Final Exam Schedule

There is no final exam in this class.

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Bellevue College
URL: <https://bc.instructure.com>
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