**Portfolio**

In this course, you will complete two major assignment sequences, each of which is designed to help you fulfill the course outcomes. Each assignment sequence requires you to complete a variety of shorter assignments leading up to a major paper. These shorter assignments will each target one or more of the course outcomes at a time, help you practice these outcomes, and allow you to build toward a major paper at the end of each sequence. You will have a chance to revise significantly each of the major papers using feedback generated by your instructor, peer review sessions, and writing conferences. Toward the end of the course, having completed the two sequences, you will be asked to compile and submit a portfolio of your work along with a critical reflection. The portfolio will include the following: one of the two major papers, three to five of the shorter assignments, and a critical reflection that explains how the selected portfolio demonstrates the four outcomes for the course. In addition to the materials you select as the basis for your portfolio grade, your portfolio must include all of the sequence-related writing you were assigned in the course (both major papers and all the shorter assignments from both sequences). A portfolio that does not include all the above will be considered "Incomplete" and will earn a grade of 0.0-0.9. The grade for complete portfolios will be based on the extent to which the pieces you select demonstrate the course outcomes. The portfolio will be worth 70% of your final grade.

**Plagiarism**

Plagiarism, or academic dishonesty, is presenting someone else's ideas or writing as your own. In your writing for this class, you are encouraged to refer to other people's thoughts and writing--as long as you cite them. As a matter of policy, any student found to have plagiarized any piece of writing in this class will be immediately reported to the College of Arts and Sciences for review.

**Accommodations**

If you need accommodation of any sort, please let me know so that I can work with the UW Disability Services Office (DSO) to provide what you require. This syllabus is available in large print, as are other class materials. More information about accommodation may be found at [http://www.washington.edu/admin/dso/](http://depts.washington.edu/Program%20Files/UWICK/SSH%20Communications%20Security/SSH%20Secure%20Shell/http%3A/www.washington.edu/admin/dso/).

**UW SafeCampus**

Preventing violence is everyone's responsibility. If you're concerned, tell someone.

* Always call 911 if you or others may be in danger.
* Call 206-685-SAFE (7233) to report non-urgent threats of violence and for referrals to UW counseling and/or safety resources. TTY or VP callers, please call through your preferred relay service.
* Don't walk alone. Campus safety guards can walk with you on campus after dark. Call Husky NightWalk 206-685-WALK (9255).
* Stay connected in an emergency with UW Alert. Register your mobile number to receive instant notification of campus emergencies via text and voice messaging. Sign up online at www.washington.edu/alert

For more information visit the SafeCampus website at [www.washington.edu/safecampus](http://depts.washington.edu/engl/ewp/instructors/www.washington.edu/safecampus).

**Complaints**

If you have any concerns about the course or your instructor, please see the instructor about these concerns as soon as possible. If you are not comfortable talking with the instructor or not satisfied with the response that you receive, you may contact the following Expository Writing staff in Padelford A-11:

Anis Bawarshi, Director: (206) 543-2190 or bawarshi@uw.edu
Ashley Bashaw, Asst. Director: (206) 685-2461 or aea4@uw.edu
Sarah Kremen-Hicks, Asst. Director: (206) 685-2461 or sarahkh@uw.edu

If, after speaking with the Director of Expository Writing or one of the Assistant Directors, you are still not satisfied with the response you receive, you may contact Gary Handwerk, English Department Chair, in Padelford A-101, at (206) 543-2690.

**Campus and Web Resources**

* + CLUE CLUE Writing Center- Sunday-Thursday, 7pm-midnight (drop-in)
* Instructional Center (IC)

Staffed by 17 professional instructors and over 100 peer tutors, the Instructional Center provides tutoring and study groups for students in almost every discipline or major. English 109/110 instructors can require visits to the IC for all students; additional visits may be recommended for individual students who need extra help. Student visits are tracked via computer at the IC, but TAs may also have students fill out and return more specific tutoring forms. In addition to tutoring, special services offered at the IC include: a computer lab, Study Skills Sessions and Assessments, Critical Reading Courses, and various types of Learning Assessments. IC Hours are generally M - F 8:30 am - 5:00 pm. They are working to increase evening and add weekend hours. Check with the IC for up-to-date information. http://depts.washington.edu/ic/

* Odegaard Writing & Research Center

Sunday 1:30-6:00pm; Monday through Thursday, 12:00-9:00pm.

* Purdue's Online Writing Lab has extensive [handouts listed by subject](http://owl.english.purdue.edu/handouts/index2.html%22%20%5Ct%20%22handouts) on documentation and academic writing conventions.

<http://owl.english.purdue.edu/>