



Introduction to Creative Writing Syllabus

WRTG 205 Intro to Creative Writing Spring 2025

Instructor	Kaia L. Simon, Ph.D., University of Wisconsin, Eau Claire
E-mail	simonkl@uwec.edu
Course Meeting Days and Time	11:00 am - 12:15 pm, Monday & Wednesday
Required Experiential Learning Dates	Students must attend one or more college-sponsored excursion before mid-term (28 February 2025).
Office Hours	By appointment

Catalog Description:

Introduces basic experience and techniques of description, characterization, poetry, and narration. This introductory course will use Travel Writing in its various forms to develop craft in writing technique: destination articles, travel memoir, travel essay, and roundups/guidebooks. Students will write about their current experience studying abroad, including at least one required college-organized excursion. UE Outcome 5.

Credit Hour Policy Statement:

Standard lecture:

"This class meets the federal credit hour policy of 1 hour of class with an expected 2 hours of additional student work outside of class each week for approximately 15 weeks for each hour of credit, or a total of 45-75 total hours for each credit." (Def 1)

General Education Requirements:

This course meets the General Education requirements for Outcome 5 Overlay E Writing.

Course Learning Objectives:

Students will develop and practice creative writing techniques and skills.

Students will draft, revise, workshop, and polish multiple pieces of writing.

Students will write in a variety of genres.

Students will create a portfolio of their travel-related writing.

Methods of Instructions:

You will read, analyze, and discuss models of travel writing from a variety of genres.

You will write a lot: as homework, and during class sessions. Regular writing practice will help you develop the various techniques of creative writing, as well as give you a lot of material to work with to develop your final portfolio.

You will participate in writing workshop with your classmates. You will share your work, read each others' work, and give each other verbal and written feedback.

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Textbooks and Required Reading:

To purchase: *The Soul of Place: A Creative Writing Workbook* by Linda Lappin, *Travelers' Tales* (Solus House), 2015. ISBN 978-1-60952-103-5

Additional readings from *Keywords in Travel Writing Studies*, as well as model genre examples of travel writing, will be provided via PDF.

Course Schedule:

A detailed calendar with specific reading assignments, other homework, and writing exercises will be distributed on the first day of class in January 2025.

Weeks One-Four: Model Genres (Destination Article, Travel Memoir Essay, Travel Fiction); Keywords from *Travel Writing Studies*; Writing Exercises; Travel Writing Craft Analysis

Weeks Five-Six: First round of Workshop (First Expanded/Revised Writing piece due)

Weeks Seven-Eleven: Model Genres (Poetry, Roundups and Guidebooks, Travel Blogs and Influencers); Keywords from *Travel Writing Studies*; Writing Exercises; Travel Writing Craft Analysis

Weeks Twelve-Thirteen: Second Round of Workshop (Second Expanded/Revised Writing piece due)

Weeks Fourteen-Fifteen: Portfolio Workshop. Final portfolio due on the last day of class.

Grading Criteria:

I will use these percentages to calculate final grades. I round up to the nearest whole number (i.e., 92.5 rounds up to 93% and 92.2 remains 92%).

	B+ = 86-89%	C+ = 76-79%	D+ = 66-69%		
A = 93% or higher	B = 83-85%	C = 73-75%	D = 63-65%	F = 59% or below	
A- = 90-92%	B- = 80-82%	C- = 70-72%	D- = 60-62%		

Types of Assignments

Preparation and Presence (daily or weekly throughout the semester): Work for this category accounts for your daily homework, preparation, and presence in class sessions. Assignments in this category will earn either Complete or Incomplete credit. Credit cannot be awarded for this category if students do not attend class. Preparation and presence work counts for 15% of your grade.

Writing Exercises (daily or weekly throughout the semester): Work for this category will largely come from *The Soul of Place*. Exercises may be assigned to be completed while on excursions or otherwise as homework, or they may be completed during class. Writing exercises count for 20% of your grade.

Expanded/Revised Exercises (twice): You will expand or revise two (or more) of your writing exercises to workshop with your classmates. The due dates for these will be individually assigned to each student. Expanded/Revised Exercises count for 20% of your grade.

Travel Writing Craft Analysis (six readings): You will analyze the craft of the travel writing genre models we study as a class. The purpose of these analyses is for you to "read as a writer" and notice the moves the author makes to achieve their writing goals. Travel writing craft analysis work counts for 15% of your grade.

Peer Workshop Letters and Discussion (one for every workshop session): You will read and respond, verbally and in writing, to your classmates' expanded/revised exercises that they submit. Your classmates' will distribute their work a week in advance



of their workshop day, and your written and verbal feedback will be due on the day of the workshop. Peer workshop letters and discussion count for 10% of your grade.

Final Portfolio (one, submitted at the end of the semester): In lieu of a final exam, you will gather and submit a portfolio of 3-4 pieces, along with a cover letter to explain the rationale for your choices, that you would like to submit for consideration and evaluation. The portfolio will represent your work and development as a travel writer over the course of the semester. Specific guidelines will be distributed closer to the due date. The final portfolio counts for 20% of your grade.

Withdrawal and Attendance policies:

Harlaxton College expects regular class attendance by all students. Students are considered sufficiently mature to appreciate the necessity of regular and punctual attendance, to accept this personal responsibility and to accept the consequences of failure to attend. When absences occur due to emergency or medical reasons, students are expected to notify their instructors of the absence prior to class or to seek the assistance of the College nurse or a member of the Student Experience Team for help in notifying instructors.

Instructors have the authority to grant excused absences for medical, psychological, or personal reasons upon review of appropriate documentation and professional recommendation supporting such a request. In the event of long-term illness, reasonable accommodations will be made to allow a student to complete a course. In these cases, the Dean will need to approve the long term nature of the accommodation.

The Dean of Harlaxton College has the authority to grant excused absences for medical, psychological, or personal reasons.

Each instructor is expected to maintain an attendance policy in keeping with the nature of the Harlaxton program and may consider it in evaluating performance in their courses.

Policy Governing Unexcused Absences:

Harlaxton College operates an attendance policy that is binding on all faculty and students. The number of unexcused absences that are allowed before incurring a penalty is related to the number of times a class meets each week. For courses which meet three times a week, students are allowed a maximum of three unexcused absences during the semester without attracting penalty points. For courses meeting twice a week two such absences are permitted, and for courses meeting once a week a single absence is allowed. Additional unexcused absences will attract a grade penalty.

This class meets twice a week. Students are allowed two unexcused absences without incurring a penalty. For the third and each subsequent absence, there will be a third-letter grade deduction applied to the final grade at the end of the semester. In other words, five total unexcused absences will result in a deduction of one full letter grade.

Policy Governing Excused Absences.

- Excused absences are not given to facilitate student travel independent of College-sponsored travel.
- Students may be permitted to miss class because of participation in academic field trips.
- Instructors must co-ordinate and confirm academic fieldtrips with the Dean, prior to the commencement of the Semester to ensure their inclusion in the Semester timetable.

- Where authorization for an academic fieldtrip is requested after the commencement of the semester, the request must be submitted to the Dean.

The following information is required:

- Purpose and brief description of the official Harlaxton event or academic fieldtrip.
- Dates, location, and times (as applicable).
- Alphabetical list of students involved [Last Name/First Name] along with their student identification number.



If approval is granted:

- Instructors affected will be notified at least one week prior to the class period during which absence is anticipated, or as soon as possible.
- Missed class time due to student participation is to be considered an excused absence.
- The grade of a student may not be lowered in any class due to excused absences.
- It is the student's responsibility - to take the initiative by consulting with their instructors before the absence occurs, and - to do what is required by the instructor to make up all missed assignments and/or examinations.
- Instructors are required to assist students in these occasional situations of excused absences.

Honor Code:

All students at the University of Evansville agree to the University honor code: *I will neither give nor receive unauthorized aid, nor will I tolerate an environment that condones the use of unauthorized aid.*

AI may be used only with prior permission or direction by the instructor.

- All work submitted in this course must be your own.
- The use of generative AI composition tools, such as those offered by ChatGPT, Google Bard etc. is prohibited in this course except for specific assignments and subject to the instructor's guidelines.
- Work generated by such tools without proper attribution is plagiarism and, thereby, a breach of the University's Plagiarism and Academic Honesty policy.

Disability Policy:

It is the policy and practice of the University of Evansville to make reasonable accommodations for students with properly documented disabilities. Students should contact Disability Services within the Office of Counseling Services by calling 812-488-2663 to seek services or accommodations for disabilities. Written notification to faculty from Disability Services is required for academic accommodations.

The University of Evansville Disability Services office will share the request for academic accommodations with the Academic Support team at Harlaxton College. Staff members at Harlaxton will meet individually with students to discuss needs and provide additional information related to examinations or other assessments.

Students from partner institutions should provide the appropriate letter of accommodation from their institution to the Academic Support team at Harlaxton College.



Non-Discrimination Statement

The University of Evansville expects all members of its community to treat each other with respect and civility. Harassing behaviors directed towards any member of our community will not be tolerated. As part of its commitment to non-discrimination, the University specifically prohibits harassment based on any other characteristics set forth in its nondiscrimination statement as follows: including race, color, gender, gender identity and expression, sexual orientation, creed or religion, national origin, age, disability, veteran status and all federally protected groups/classes. Any form of harassment undermines the mission of the University and negatively impacts the University community as a whole.

Prohibited Conduct and Confidentiality

The University of Evansville is committed to fostering an atmosphere free from harassment and discrimination. This commitment includes identifying problems that may lead to sexual harassment and misconduct, as well as other forms of harassment and discrimination, by creating an atmosphere in which the entire University community is sensitive to preventing prohibited conduct. Additionally, the University is committed to providing support and resources to individuals who have experienced prohibited conduct. This commitment includes effectively responding when a student, visitor, guest or program participant is the victim of prohibited conduct.

All campus employees, students, and guests are required to abide by the Title IX and Other Sexual Harassment and Misconduct Policy, the Harassment and Discrimination Policy, and the Consensual Sexual or Romantic Relationships Between Employees and Students Policy. Violation of these policies could result in disciplinary action, up to and including expulsion for students and termination for employees.

Faculty members at the University of Evansville are considered “Responsible Employees” under the applicable federal guidelines and the University’s policies. This means that I am unable to offer you confidentiality if you report any incidence of prohibited conduct to me as defined by Title IX statute. If I am made aware of a violation, I am required to report any known information to the Office of Institutional Equity.

You may choose to report the violation yourself the following ways:

Email: · Annie Sills, Assistant Director of Institutional Equity and Title IX Coordinator: cs175@evansville.edu ·

Keith Gehlhausen, Executive Director of HR and Institutional Equity: kg77@evansville.edu ·

Title IX: titleix@evansville.edu

Phone: 812-288-5261

Online: <https://www.evansville.edu/safety/report.cfm>

You may also choose to speak with a Confidential Resource. Confidential Resources are required to maintain confidentiality and cannot report violations to the Office of Institutional Equity:

University of Evansville

- Counseling Services: counselingservices@evansville.edu, 812-488-2633
- Health Center Professionals: healthcenter@evansville.edu, 812-488-2033
- University Chaplain: chaplain@evansville.edu, 812-488-5262

Harlaxton College

- College Nurse: Lesley Selby, RGN, +44 01476 403027, lselect@harlaxton.ac.uk
- Counselling Services: counselling@harlaxton.ac.uk