**WRT 569-01.SP2024: Internship/Teaching Practicum**

**Spring 2024**

**Contact and Course Information**

**Course:** WRT569-01

**Instructor:** Anthony D’Aries

**Telephone:** 203-837-3252

**Email:** dariesa@wcsu.edu

**Office Hours:** Monday/Tuesday/Thursday – 12:30-2:30 P.M. or by appointment

**Course Meeting Days/Times:** n/a

**Classroom/Location: n/a**

**Course Credit Hours:** 4

**Course Description**

Students will use the internship or practicum as an opportunity to investigate a field of study that fits into their current course study. The exposure should allow the student to experience professional work environments, publish work, and/or make professional connections. The course is designed to allow writers to reflect and critically interpret their work experience. Internship opportunities have ranged from freelance writing, journalism, publishing, agent readers, archivists, political writing, and corporate communications. Academic teaching practicums can also meet the class requirement. Students can apply for a WCSU Graduate Assistant position, teach at another institution of higher learning, teach writing at a K-12 level, or volunteer to teach at a literacy center or in a school.

**Course Learning Outcomes**

At the end of this course, students should be able to:

* Utilize the internship experience to define and create professional attitudes and goals.
* Critically understand the obligations and performance of a professional outlet or setting.
* Create writing that reflects professional participation in the field.

**Course Expectations**

* Students will obtain a letter from their on-site supervisor that explains the work and completion of the work during the time of the internship/practicum.
* Students will devote most of the time in this course working and interacting with their internship/practicum supervisor on site. However, this course will offer the student a chance to share and discuss their progress/experiences.
* Assignments will consist of group Webex check-ins every other week. Students will share details about the tasks/assignments they completed at their internship/steps taken to research and secure future internship.
* Students will complete a midterm writing assignment and a final project.

**Evaluation**

Students will be evaluated on their participation, completed assignments, and the written confirmation from their onsite supervisor that they have completed the work on site. Midterm and final projects will receive a letter grade. Blackboard Posts will be assessed as the student’s attendance/participation in class. As in all MFA courses and residencies, cultivating a supportive and engaged community is one of the highest priorities. Therefore, each missed/incomplete post will be considered an “absence.” Two or more unexcused absences will result in a failing grade.

**Grading**

Your final grade will be determined as follows:

* Blackboard Posts (every other week) – 25%
* Midterm Assignment – 35%
* Final Project – 40%

**Letter Grades**

|  |  |
| --- | --- |
| *Letter Grade* | *Range* |
| A | 100% to 94% |
| A- | <94% to 90% |
| B+ | <90% to 87% |
| B | <87% to 84% |
| B- | <84% to 80% |
| C+ | <80% to 77% |
| C | <77% to 74% |
| C- | <74% to 70% |
| D+ | <70% to 67% |
| D | <67% to 64% |
| D- | <64% to 61% |
| F | <61% to 0% |

**Schedule of Assignments**

|  |  |
| --- | --- |
| **Jan. 17, 2024** | **Class Begins** |
| **Jan. 26, 2024** | **Letter from Site Supervisor or Internship Plan**  |
| **Jan. 26, 2024** | **250-word update posted on Blackboard every other Friday beginning 1/26** |
| **Feb. 9, 2024** | **Final Project Proposal Due** |
| **March 8, 2024** | **Midterm Paper/Project Due**  |
| **April 30, 2024** | **Final Project Due** |
| **May 15, 2024**  | **Final Grades Due** |

**Midterm Project (35% of Final Grade)**

Write a 5-7 page feature article based on your internship or field of study. This should be double spaced and us MLA formatting and citation. This article should focus on a particular issue, concept, technique, etc. relevant to your internship. Think of this article as a piece that might appear in a popular magazine for a general audience and you, the author, are introducing readers to an interesting aspect of your field and/or shining a light on an unknown/misrepresented concept.

The tone can vary. The article doesn’t necessarily have to be formal and/or academic. It could read more like a personal essay but must include outside research/sources in some way. It should not be a simple summary or journal entry of your day-to-day tasks. Here are a variety of examples that are good models:

[**https://www.thesunmagazine.org/issues/525/cop-diary**](https://www.thesunmagazine.org/issues/525/cop-diary)

[**https://www.chronicle.com/interactives/advice-firstday**](https://www.chronicle.com/interactives/advice-firstday)

[**https://www.bostonmagazine.com/news/2016/12/11/daycare-aggression-little-monsters/**](https://www.bostonmagazine.com/news/2016/12/11/daycare-aggression-little-monsters/)Shameless self-promotion! ☺

Anyone who would like to submit their topic before writing the assignment is due is encouraged to do so. Students are also welcome to submit a proposal for an alternate midterm assignment by Feb. 1. If you wish to do so, please contact me for more details.

**Final Project (40% of Final Grade)**

By Feb. 9, students will submit a final project proposal. The proposal will include a 300-word description of the project, a list of learning outcomes, and a detailed schedule for completion. This project is a showcase of the student’s internship, so it must be presented dynamically and professionally. Think of this project as a “take-away” from the course, something tangible students can use in their writing and teaching careers that showcases their skills and achievements. It could be a teaching demonstration video, an interactive online portfolio or website, a social media campaign, an annotated booklet of the curriculum developed over the course of the semester or a compilation of polished writing produced during the internship. Students will decide which format/type of project best suits their field of study and propose the project to the instructor for approval.

**Late Assignments:** If student will miss a deadline, student will email mentor, explaining circumstances causing the delay and requesting permission to extend the deadline.

**Course Policies**

**Students with Disabilities**

\*AccessAbility Services engages in an interactive process with each student and reviews requests for accommodations on an individualized, case-by-case basis. Depending on the nature of the functional limitations of the student’s documented disability, he/she may be eligible for accommodations. AAS collaborates with students and their faculty to coordinate approved accommodations and services for qualified students with disabilities. If you have a documented disability for which you are or may be requesting an accommodation, you are encouraged to contact AccessAbility Services (AAS) as soon as possible. You may contact AAS by calling (203) 837-8225 (voice), (203) 837-3235 (TTY) or by e-mailing aas@wcsu.edu. Detailed information regarding the process to request accommodations is available on the AAS website at: [AccessAbility Services](https://www.wcsu.edu/accessability) ([www.wcsu.edu/accessability)](https://www.wcsu.edu/accessability). If your request for accommodation(s) is approved and you request accommodation letters, an accommodation letter will be emailed to faculty members. (Note: Student request for accommodations must be filed each semester and accommodations are not retroactive.)

**Department of Creative and Professional Writing Policy on Academic Honesty**

The Department of Creative and Professional Writing follows the University guidelines regarding academic honesty and issues of plagiarism, which are available in the catalog on the University website at <https://www.wcsu.edu/catalogs/undergraduate/academic-services-procedures/>.

In the specific context of writing, we highlight some particular problems with plagiarism. Plagiarism violations include:

* Submitting material that is not one’s own. **This includes the use of any artificial intelligence tool for composing any assignment.**
* Using material – words and/or ideas – directly from a source without proper citation and attribution.
* Submitting a project written for one course, past or present, as new material in another course without the explicit permission of the instructor.

**To emphasize: the use of artificial intelligence or other text generators for any assignment is prohibited in all Writing courses. Using ChatGPT or other similar tools to "get started" is a violation of this policy.**

In accordance with University policy, plagiarism on an assignment may be grounds for failing the course and the filing of an Academic Dishonesty Report, which will escalate the situation to higher administrative decisions. Plagiarism and other forms of academic dishonesty are serious academic offenses and will be treated as such in this course. Please familiarize yourself with the university’s policy on plagiarism in your academic catalogue and/or student handbook. Plagiarism is the use of another writer’s words or ideas without acknowledgment of their source. The penalty for plagiarism will be course failure and will be reported to the appropriate Dean(s) and other university officials.

We encourage students to speak with us openly and honestly regarding any questions surrounding academic honesty and plagiarism.

**The Writing Center**

Experienced writers know the best way to become an even stronger writer is to *talk with other writers*. The Writing Center is a great place to do that. The Writing Center offers one-to-one consultations on writing for any class, at any stage, from brainstorming and developing outlines to writing strong sentences and documenting sources. For more information, visit the [Writing Center website](https://wcsu.edu/writingcenter) ([wcsu.edu/writingcenter](https://wcsu.edu/writingcenter))

**Religious Holidays**

As indicated by WCSU’s Guidelines on Classes Missed Because of University Sponsored Events, any student missing classes or other assigned work due to religious holiday observances shall have the opportunity to make up that work during the semester. It is the student’s responsibility to notify the instructor prior to any observed holiday.

**Student Services and Technical Resources**

Student Services

The [A-Z of Student Services](https://www.wcsu.edu/studenthandbook/a-z-of-student-services/) provides a list of services available to all WCSU students.

Academic Calendar

Please check [the official WCSU Academic Calendar](https://www.wcsu.edu/calendars/current-academic-calendar/) for important dates, including holidays, withdrawal, and registration dates.

**Assistance for Military and Veterans**

Veterans Affairs serves as a leading campus advocate for military and veteran students, working to ensure the needs of these individuals are met through coordinating with multiple university offices and services. Veterans Affairs is located in Old Main, Room 101. For more information on Veterans Affairs, call 203-837-8840 or visit the [Veterans Affairs website](https://www.wcsu.edu/veterans/).

**Diversity and Inclusion Statement**
I am committed to creating a course that is inclusive in its design and supports diversity of thoughts, perspectives, and experiences as well as honors your identities (including race, gender, class, sexuality, religion, ability, etc.). To accomplish this:

If you have a name and/or set of pronouns that differ from those that appear in your official WCSU records, please let me know.

If you feel like your performance in the class is being impacted by your experiences outside of class, please don’t hesitate to come and talk with me. I want to be a resource for you.

I welcome feedback that will assist me in improving the usability and experience for all students.

Emergency Procedures

Detailed information on the essentials to cope with most campus emergencies can be found within the [WCSU Emergency Procedure Guides](https://www.wcsu.edu/emergency-management/emergency-procedure-guide/) ([www.wcsu.edu/emergency-management/emergency-procedure-guide/](http://www.wcsu.edu/emergency-management/emergency-procedure-guide/)).

**Mental Health Support**

College students often experience issues that may interfere with their academic success such as stress, difficulty sleeping, managing expectations/responsibilities, life events, relationship challenges and feelings of anxiety, hopelessness, and depression. At any point in the semester, if you encounter difficulty with the course or feel you could be performing at a higher level, please schedule a time to meet with me. Should you be struggling in multiple classes, or unsure what academic resources are available to you, please outreach to your Advisor. For mental health challenges, please reach out to our Counseling Services for counseling and psychiatric services. Counseling Services can be reached at 203-837-8691.

**24-Hour Emergency Numbers:**

* Suicide Prevention Line:  988
* Crisis Text Line: Text HOME to 741741
* Crisis Text Line for Students of Color: Text STEVE to 741741
* Trevor Lifeline (LGBTQ): 866-488-7386
* Trans Lifeline: 877-565-8860
* National Domestic Violence Hotline: 800-799-7233 or Text Loveis to 22522
* Sexual Assault Hotline: 888-999-5545
* On Campus Emergency Contact Information
* You may dial 911 from any campus phone or cell phone
* University Police Dispatch – 203-837-9300

Weather and Emergency Alerts

Information on current weather or emergency alerts can be found in the following locations:

203-837-9377

[WCSU Homepage](http://www.wcsu.edu/) (www.wcsu.edu)

You are highly encouraged to sign up for the [emergency alert system](http://www.wcsu.edu/ens) (www.wcsu.edu/ens). This will send alerts directly to your phone.

**Withdrawal Policy**
Please be aware of the university policy regarding withdrawal. You may withdraw from the course without academic penalty through the official withdrawal deadline. After the deadline it is up to the instructor to decide if a withdrawal request should be granted without penalty. It is strongly recommended that you follow the school deadline. Note that withdrawing from a class may have a negative effect on financial aid, sports involvement, on-campus housing, and time to graduation. The department strongly recommends you consult with an advisor before withdrawing.