

San José State University
Department of Art and Art History
ART 100W, Writing Workshop: Fine Arts, Section 01, Spring 2020

Course and Contact Information

Instructor(s):	Isabelle Pafford
Office Location:	Art 123
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Email:	isabelle.pafford@sjsu.edu
Office Hours:	Mondays and Wednesdays from 3PM to 4PM
Class Days/Time:	Mondays and Wednesday from 12-1:15
Classroom:	Art 141
Prerequisites:	Completion of GE core Completion of English 1A and 1B with “C” or better Satisfaction of Writing Skills Test Upper division standing (60 units)
GE/SJSU Studies Category:	Z

Course Description

Art 100W is an advanced writing course that focuses on types of writing relevant to visual arts professionals. Our goal is to develop proficiency in the research, reading, and writing skills and strategies you will use in academic and business contexts. We will emphasize the writing process including revising, editing, and proofreading.

Students can expect to encounter a breadth and scope of activities including:

- Analyzing their own writing
- Evaluating peer and professional writing
- Understanding the importance of drafting, editing, and organizing
- Improving awareness and attaining mastery of different writing styles for both professional and general audiences
- Exploring the relationship between seeing and writing

Canvas

Course materials such as syllabus, handouts, notes, assignment instructions, etc. can be found on Canvas Learning Management System course login website at <http://sjsu.instructure.com>. You are responsible for regularly checking with the messaging system through MySJSU on Spartan App Portal <http://one.sjsu.edu> to learn of any updates. For help with using Canvas see Canvas Student Resources page http://www.sjsu.edu/ecampus/teaching-tools/canvas/student_resources)

Course Learning Outcomes (CLO)

From the SJSU General Education Guidelines: “Students shall write complete essays that demonstrate college-level proficiency. Students shall be able to:

1. refine the competencies established in Written Communication 1A and 1B, and organize and develop essays and documents for both professional and general audiences, including appropriate editorial standards for citing primary and secondary sources;
2. express (explain, analyze, develop, and criticize) ideas effectively, including ideas encountered in multiple readings and expressed in different forms of discourse; and
3. understand appropriate editorial standards for citing primary and secondary sources (e.g., issues regarding plagiarism and intellectual property).”

In other words, this course offers you the opportunity to work toward the following learning objectives:

Learning Objective 1: Write more correctly, clearly, and concisely; organize and develop standard professional documents; tailor your writing to specific audiences, including the general public and fellow visual arts professionals; distinguish between primary and secondary sources and make astute use of both.

Learning Objective 2: Locate and evaluate a wide range of art and design sources; summarize, analyze, and effectively respond to ideas that you find in such sources.

Learning Objective 3: Observe and be able to explain ethical standards for citation and the use of intellectual property; tailor your writing to specific audiences, including the general public and fellow visual arts professionals; distinguish between primary and secondary sources and make astute use of both.

Learning Objective 4: Locate and evaluate a wide range of art and design sources; summarize, analyze, and effectively respond to ideas that you find in such sources.

Learning Objective 5: Observe and be able to explain ethical standards for citation and the use of intellectual property.

Readings

Available online Writing Commons, writingcommons.org, is a “free, comprehensive, peer-reviewed, award-winning Open Text for students and faculty in college-level courses that require writing and research.”

Writing About Art by Majorie Musterberg: www.writingaboutart.org

Grammar Bytes! Grammar Instruction with Attitude: www.chompchomp.com

Handouts and readings will include essays, reviews, and theoretical writings in the field of art and design from both popular and scholarly sources.

Other Resources

Grammar Smart: A guide to perfect usage. Princeton Review Publishing

10 Steps to Writing the Research Paper, by Roberta Markham and Peter Markham. Barron’s Educational Series, Inc.

Kate L. Turabian’s A Manual for Writers of Research Papers, Theses, and Dissertations

San Jose State University Department of Art History and Visual Culture’s Student’s Guide to Art History, available at the Visual Resource Library, ART110, contact Robert Rose, Curator, robert.rose@sjsu.edu

Useful websites about writing:

Guide to Grammar and Writing: <http://grammar.ccc.commnet.edu/grammar> Grammar Girl: Quick and Dirty Tips: <http://grammar.quickanddirtytips.com>

Learn about English Grammar and How to Write Better: www.lousywriter.com

The Purdue University Online Writing Lab: <http://owl.english.purdue.edu>

The Chicago Manual of Style Online: www.chicagomanualofstyle.org (This links to SJSU library link for free access to CMS. You will need a library account.)

Library Liaison

Gareth Scott

email: gareth.scott@sjsu.edu

phone: [\(408\) 808-2094](tel:(408)808-2094)

Dr. Martin Luther King, Jr. Library

4th Floor Administration Offices

Department Advising

For information about majors and minors in Art & Art History, for a change of major/minor forms and a list of advisors: <http://www.sjsu.edu/art/> or the Art & Art History department office in ART 116, [408-924-4320](tel:408-924-4320), art@sjsu.edu

Course Requirements and Assignments

Assignments and Grading Policy

Assignments:

Writing Exercises (L01, L02, L03) 20%

Writing exercises vary from informal, handwritten responses to one-two page assignments. Points are assigned accordingly. Work will be done in-class then submitted to CANVAS, typed

Grammar Quizzes (L01) 10%

Papers Three formal written assignments (L01, L02, L03, L04, L05): 30%

a. Formal Analysis/Narrative (1 draft; 1 final)

b. Research Paper (research proposal, 1 draft; 1 final) c.

c. Professional Documents (Artist's Statement/bio; Letter of Introduction; Resume, draft and final)

REMINDER: ALL outlines and drafts and my assessment sheets must be submitted with the final version of your paper. This allows me to see progress. Points will be deducted if you do not turn in your drafts.

Grammar exercise worksheets/exercises (L01) Topics such as Punctuation; Subject-Verb Agreement; Modifiers; Passive Voice 25%

7. Final Exam (L01, L02) Essay exam. Students not passing or who miss the final exam receive a No Credit (NC) for this course. 15%

“Success in this course is based on the expectation that students will spend, for each unit of credit, a minimum of 45 hours over the length of the course (normally three hours per unit per week) for instruction, preparation/studying, or course related activities, including but not limited to internships, labs, and clinical practica. Other course structures will have equivalent workload expectations as described in the syllabus.”

Final Examination or Evaluation

Our Final Exam will be on Tuesday, May 19, from 12:15-2:30.

Faculty members are required to have a culminating activity for their courses, which can include a final examination, a final research paper or project, a final creative work or performance, a final portfolio of work, or other appropriate assignment.

Formal Written Assignments and take-home writing exercises will be assigned points and graded according to SJSU academic writing standards guidelines for assessment. When necessary, specific rubrics will be created and presented in class and or posted on Canvas. Again, please be aware that assignment instructions will communicate specific submission requirements such as the need for a hard copy or online submission.

SJSU academic standards guidelines:

A (excellent): The paper contains no grammatical, spelling, or typographical errors. It is outstanding in clarity, style, and organization. The depth and accuracy of the information covered are appropriate for the assignment. The style and format of the paper are appropriate for the assignment.

B (good): The paper may contain a few minor grammatical errors, but should contain few or no typographical or spelling errors. For the most part, the paper is clearly written and logically organized. The topic is covered in reasonable depth and the information presented is accurate. The style and format of the paper are appropriate for the assignment.

ART100W, Professor Silk, Fall 2019

Page 7 of 16 C (average): The paper may contain some minor grammatical, typographical, or spelling errors. For the most part, it is clearly written and logically organized. For the most part, the depth of coverage of the topic is appropriate and the information is accurate. For the most part, the style and format of the paper are appropriate for the assignment.

D (below average/unacceptable): The paper contains significant or serious grammatical, typographical, or spelling errors. It is not clearly written or logically organized. The train of thought is difficult to follow. The depth of coverage of the topic is not adequate. The information presented is inaccurate. The style and/or format of the paper are not appropriate to the assignment.

F (unacceptable): A paper will receive an F if two or more of the following conditions are satisfied: The paper contains significant or serious grammatical, typographical, or spelling errors; it is not clearly written or logically organized; the train of thought is difficult to follow or incomprehensible; the depth of coverage of the topic is not adequate; the information presented is inaccurate; the style and/or format of the paper is not appropriate to the assignment. The paper will also receive an F if some or all parts of the paper have been plagiarized, as defined below.

93% and above	A
92% - 90%	A-
89% - 88%	B+
87% - 83%	B
82% - 80%	B-
79% - 78%	C+
77% - 73%	C

Final grades given in all 100W courses are A, B, C, and NC (No Credit). A NC will not affect your GPA, but you will have to repeat the course until you earn a letter grade. A grade of C- is not a passing grade in this course. Any final grade falling below a C will be recorded as a NC. (see

<http://www.sjsu.edu/senate/docs/F88-6.pdf>) Note: This course will not be graded on a curve. You will not be competing against other students.

Late Work Policy:

I accept late work with a 5% penalty.

You may make up any missed quizzes on the last day of class. These quizzes will be subject to a 5% penalty.

All papers must be original to this class (no "recycling"), meet all requirements of each assignment, and properly reference all outside sources (including Internet sources) for credit. Extreme emergencies that impact your ability to meet deadlines will be considered, but not necessarily agreed to. A pattern of inconsistent or poor work ethic will earn a lower grade. Repeatedly bargaining for deadline extensions and making excuses is not acceptable behavior and will affect your grade.

All incidences of plagiarism will result in an assignment grade of "0" and will be reported to the Office of Judicial Affairs. Please do not use profanity in your work; exceptions might be made depending on the context and are discussed and agreed to.

SPECIFIC DUE DATES AND SUBMISSION REQUIREMENTS FOR ALL ASSIGNMENTS ARE GIVEN IN CLASS AND POSTED ON CANVAS. It is your responsibility to keep up with coursework and be aware of announcements and changes. My suggestion is to connect with several classmates in case you need information. Again, unless instructed otherwise, assignments are to be typed using standard academic formatting.

Communication:

My communication preference is in person, via email, or through Canvas.

Grading Information for GE/100W **For 100W (Area Z)** courses, include the following statement: "This course must be passed with a C or better as an SJSU graduation requirement."

University Policies

Per [University Policy S16-9](http://www.sjsu.edu/senate/docs/S16-9.pdf) (<http://www.sjsu.edu/senate/docs/S16-9.pdf>), relevant university policy concerning all courses, such as student responsibilities, academic integrity, accommodations, dropping and adding, consent for recording of class, etc. and available student services (e.g. learning assistance, counseling, and other resources) are listed on [Syllabus Information web page](http://www.sjsu.edu/gup/syllabusinfo) (<http://www.sjsu.edu/gup/syllabusinfo>), which is hosted by the Office of Undergraduate Education. Make sure to visit this page to review and be aware of these university policies and resources.

ART 100W, Section 1/Writing Workshop, Spring 2020, Course Schedule

Course Schedule

Week	Date	Activities and Deadlines	
1	1/27	Introductions	
1	1/29	Exercises	
2	2/3	Exercises	
2	2/5	Exercises Quiz	Formal Analysis Draft Due
3	2/10	Exercises	
3	2/12	Exercises	Formal Analysis Due
4	2/17	Exercises Quiz We have class on President's Day	
4	2/19	Exercises	Research Proposal Due
5	2/24	Exercises	
5	2/26	Exercises Quiz	
6	3/2	Exercises	
6	3/4	Exercises	Research Paper Draft Due
7	3/9	Exercises	
7	3/11	Exercises Quiz	
8	3/16	Exercises	
8	3/18	Exercises	
9	3/23	Exercises	
9	3/25	Exercises	Research Paper Final Version Due
10	3/30	Spring Break	
10	4/1	Spring Break	
11	4/6	Exercises Quiz	
11	4/8	Exercises	

Week	Date	Activities and Deadlines	
12	4/13	Exercises	
12	4/15	Exercises Quiz	
13	4/20	Exercises	
13	4/22	Exercises	
14	4/27	Exercises	Professional Documents Drafts Due
14	4/29	Exercises Quiz	
15	5/4	Exercises	
15	5/6	Exercises	Professional Documents Final Versions Due
16	5/11	Exercises Quiz Makeups (5% penalty for makeup Quizzes)	
Final Exam	5/19	In our regular classroom – ART 141 9:45 AM – 12:00 PM	