



ENGL. 2307.0IN - Creative Writing (HY)

Course Syllabus: Spring 2025

“Northeast Texas Community College exists to provide personal, dynamic learning experiences empowering students to succeed.”

Instructor: Mandy Smith

Office: Humanities 116

Phone: (Office) 903-434-8254 (Cell) 903-466-6377

Email: msmith@ntcc.edu

Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Online
	1:30-4:30	1:30-4:30	1:30-3:30	1:30-3:30		Email anytime

This syllabus serves as the documentation for all course policies and requirements, assignments, and instructor/student responsibilities.

Information relative to the delivery of the content contained in this syllabus is subject to change. Should that happen, the student will be notified.

Course Description:

3 credit hours.

Lecture/Lab/Clinical: Three hours of class each week.

Practical experience in the techniques of imaginative writing. May include fiction, nonfiction, poetry, screenwriting, or drama.

Prerequisite(s):

None

Student Learning Outcomes:

Upon successful completion of this course, students will:

1. Demonstrate knowledge on a variety of the techniques used in creative writing including narration, dialogue, and plot and character development, etc.
2. Demonstrate knowledge of the principals used in writing, revising and editing creative writing material.
3. Read and evaluate a variety of texts and publications that make use of creative writing techniques.
4. Write in a style that has few grammar and mechanical errors and clearly communicates meaning.
5. Produce a portfolio of work made up of any of the creative writing genres including novel, short story, poetry, song lyrics or drama.

Evaluation/Grading Policy:

Your assignments will be evaluated using the following point values:

Fiction or non-fiction writing assignments	30%
Poetry writing assignments	25%
Peer editing assignments	15%
Writing Portfolio	25%
Attendance	5%

Total 100%

Graded papers will be returned within two weeks of receipt or before your next assignment is due.

Required Instructional Materials:

King, Stephen. *On Writing*

Publisher: Pocket Books

ISBN Number: 13: 978-0743455961

Optional Instructional Materials:

None

Minimum Technology Requirements:

You will need access to a computer to complete the essay writing assignments for this class. You will be typing your essays and submitting the assignments through Blackboard.

Required Computer Literacy Skills:

Blackboard Learning Management System, Microsoft Word processing skills, email skills

Course Structure and Overview:

Creative Writing is an opportunity for students to develop their voices as creative writers. The course is designed to encourage individuals to compose various forms of creative writing and to offer feedback to the creative work of their fellow students. Students are able to cultivate their creative writing skills throughout the semester as they develop and create a portfolio of work.

Student Responsibilities:

Please try to make it to class on time. Also, always remember to bring paper and a writing utensil to each class. You will be reading and writing in class. You will not be successful in this class without the appropriate materials. If you prefer, you may also use your computer to write during our in-class writing activities.

Please don't engage in casual conversations during our lecture, discussion and group times or while we're working on in-class assignments. I reserve the right to act as necessary to maintain a productive class environment, including asking disruptive students to leave, and in extreme circumstances, dropping chronic disruptors from my course. I will not tolerate uncivil behavior toward other class members during class discussions. Uncivil behavior includes interrupting others while they have the floor, rude responses to the ideas expressed by others, and the use of racial, ethnic, sexual, gender, or religious slurs.

- Read all of the assigned reading material
- Participate actively and meaningfully in all group discussions
- Prepare and submit all writing assignments on time
- Attend class regularly

Assignments:

Conscientious and timely completion of assignments is essential for success in this writing course. All assignments except the reading and writing journal must be typed and submitted in class on the due date.

Writing Assignments:

Please follow these instructions when writing your papers:

- Writing assignments should be typed in MLA format using Times New Roman 12 pt. font
- Double-space
- Pay close attention to spelling, grammar, and punctuation.
- Due dates for all reading and writing assignment will be assigned during class and will also be noted in the class calendar.

- Writing assignment rough drafts should be printed and brought to class for a peer review session on the due date. WEPA printing cards can be purchased in the NTCC bookstore. WEPA printers are located in the SUB and in the Learning Commons (library).
- Final drafts will be submitted in class to the instructor unless you are told otherwise
- **Late papers are only accepted at the instructor's discretion. Emergency situations will be handled on an individual basis.**

Reading Assignments:

Students are expected to read all assigned material before coming to class. You will be required to respond in writing to readings in your writing journal and orally during class discussions. Failure to read and respond effectively to the reading assignments will affect your grade in the course.

Communications:

Office hours are listed on the top of the front page of this syllabus. I have also listed my cell phone. I do accept phone calls and text messages on my cell. Emails will be answered within 24 hours. Please note that NTCC email is the official form of communication used by the college.

Institutional/Course Policy:

Attendance/Participation:

Attendance will be taken daily either orally or by a sign-in sheet. If you come to class late, it is your responsibility to make sure that the instructor counts you in attendance for that day. Students who miss more than five class periods will be subject to failure in this course.

Course Evaluations:

Toward the end of the course you will be asked to complete an online course evaluation. Students are encouraged to fill out an online evaluation for each of their courses. This will be your opportunity to share important feedback on each of the courses you take at NTCC and the faculty member who teaches the class. Please watch for info about the evaluation on your NTCC email account and make sure you participate in evaluating your experiences in the classroom.

Withdrawal Policy:

It is your responsibility to drop a course or withdraw from the college. Failure to do so will usually result in a performance grade usually of "F."

Statement Regarding the Use of Artificial Intelligence (AI) Technology:

Absent a clear statement from a course instructor, use of or consultation with generative AI shall be treated analogously to assistance from another person (collusion). Generative AI is a subset of AI that utilizes machine learning models to create new, original content, such as images, text, or music, based on patterns and structures learned from existing data (Cornell, Center for Teaching Innovation).

Unauthorized use of generative AI tools to complete an assignment or exam is not permitted. Students should acknowledge the use of generative AI and default to disclosing such assistance when in doubt. Individual course instructors may set their own policies regulating the use of generative AI tools in their courses, including allowing or disallowing some or all uses of such tools. Students who are unsure of policies regarding generative AI tools are encouraged to ask their instructors for clarification. **(Adapted from the Stanford University Office of Community Standards-- accessed August 31, 2023)**

Additional Information on the Use of Artificial Intelligence (AI) in This Course :

All work submitted in this course is expected to be original work for this particular class. Any previously written work, either by the student or another source, will either be considered ineligible for course credit or a percentage of the grade will be heavily deducted.

This does include the use of any artificial intelligence (AI) programs including ChatGPT. I use

Turnitin’s AI detector to check for AI usage for essay assignments in this course. The grade will be affected on any writing assignment that is detected with more than 20 percent AI generated material, and based on the percentage of usage, could receive a zero.

NTCC Academic Honesty/Ethics Statement:

NTCC upholds the highest standards of academic integrity. The college expects all students to engage in their academic pursuits in an honest manner that is beyond reproach using their intellect and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. Academic dishonesty

such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. This course will follow the NTCC Academic Honesty and Academic Ethics policies stated in the Student Handbook. Refer to the student handbook for more information on these subjects.

Plagiarism:

In any written paper, you are guilty of the academic offense known as plagiarism if you do not produce your own work by either fully copying or half-copying another person’s words or sentences. You cannot mix another author’s words with your own or “plug” your synonyms into another author’s sentence structure. If you use words, phrases, or sentences from another source even if you are paraphrasing, you must cite the outside material within the text and on a work cited page. Written assignments created by ChatGPT or other forms of artificial intelligence (AI) are also considered a form of plagiarism because you are not producing your own work. Plagiarism usually results in an automatic grade of “F” for the assignment or the course, depending on the offense. Most written assignments for this course will be submitted to TurnItIn.com, which includes a plagiarism and AI checker. Both the similarity report and the AI report are used to determine plagiarism.

Eagle Assist

At Northeast Texas Community College, we understand that students often need support that extends beyond the classroom. “Eagle Assist” is the place to start when looking for that type of assistance. Our support system is here to help you succeed in both your academic and personal growth. www.ntcc.edu/eagleassist

Services provided:

- [Mental Health Counseling](#)
- [Classroom Accommodations](#)
- [NTCC Care Center Food Pantry](#)
- [NTCC Care Center Hygiene Closet](#)
- [NTCC Care Center Cook Nook](#)
- [Financial Literacy](#)
- [Child Care Assistance](#)
- [Emergency Aid](#)

Can’t find what you are looking for? Send us a message at eagleassist@ntcc.edu
[Mental Health Counseling Services](#) are available to all NTCC students.

Visit the following page to get your account activated:
www.thevirtualcaregroup.com/ntcc

ADA Statement:

It is the policy of NTCC to provide reasonable accommodations for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to request accommodations. An appointment can be made with the Academic Advisor/Coordinator of Special Populations located in Student Services and can be reached at 903-434-8264. For more information and to obtain a copy of the Request for Accommodations, please refer to the special populations page on the NTCC website.

Family Educational Rights and Privacy Act (FERPA):

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered "eligible students." In essence, a parent has no legal right to obtain information concerning the child's college records without the written consent of the student. In compliance with FERPA, information classified as "directory information" may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student's name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

Syllabus Acknowledgement Statement

A syllabus is a binding contract between the student, instructor and the institution. As such, all students enrolled in this course are asked to closely read the syllabus and sign this syllabus acknowledgment.

By signing the acknowledgment, you are agreeing to the following:

1. I have read the syllabus and understand the course description and course goals, the student learning outcomes, the expectations of the instructor, the assignment directions, the section on academic ethics and honesty, and the responsibilities I have as a student in this course. If I do not believe that I can complete the requirements outlined in the syllabus, it is my responsibility to withdraw from the course.

(Please circle one)

A. Agree

B. Disagree

2. I have read the information provided in the syllabus on academic ethics and honesty. I understand that if I am discovered to be cheating or colluding on work assigned in this class, I could receive a zero for the assignment. I also understand that if I am found to have submitted a paper for credit that contains any amount of plagiarized material, I could receive a grade of "F" for the assignment or for the entire course.

(Please circle one)

A. Agree

B. Disagree

Signature _____