ENGLISH 468
Creative Writing Senior Thesis I & II
Dr. Christine Butterworth-McDermott
Fall 2018

Where To Reach Me:
E-mail: mcdermotc@sfasu.edu (this is the easiest & best way to communicate with me)
Phone: 468-2059; please leave a message.
Office: Liberal Arts North 227
Office Hours: MW 11-12/TR 11-12:30/& by appointment

Time:
Arranged between professor and BFA student. Student will meet with professor at least once every two weeks. These meetings may be face-to-face, via email, or skyped, depending on the arrangement with the professor. The professors’ comments may be made in a face to face meeting and/or typed & sent.

Course Description:
Two-semester progression of senior thesis culminating in a well-crafted book-length creation of either poetry or prose.

Instructor of Record:
The instructor of record facilitates the coordination of students with professors, helps to arrange the readings for the second semester students, and creates advertisements for the readings.

Manuscript:
A prose manuscript must be between 70-150 pages, not including title pages & introduction. If the manuscript necessitates extra pages, chapters, etc., this may be done with the consent of professor.

A poetry manuscript must be between 48-64 pages, not including title pages & introduction. If the manuscript necessitates extra pages, poems, etc., this may be done with the consent of professor.

The manuscript must be arranged in a cohesive fashion, which has been discussed with the professor. The thesis must be revised, incorporating the edits agreed upon by the student and professor. The partial (Thesis One) or full (Thesis Two) manuscript must be approved by the professor before the final submission, and that approval must be sent to the instructor of record.

The hardcopy of the thesis must be spiral-bound. It cannot be loose leaf. It may be double-sided.
There must be a title page (your name, the thesis title, the date), table of contents, and an introduction (see attached), followed by the pages of the manuscript. The cover may look any way you wish, featuring illustrations, color, etc.

The manuscript should be in a consistent font with consistent spacing (other than use of typography). Titles should appear one point size bigger (14) and be in bold.

**GRADING**

**Prerequisites for Thesis I:**
- The student has 15 credits of creative writing (ENG 459, ENG 461 or ENG 462 among them)
- The student has consent of project professor
- The student has consent of the Coordinator of Creative Writing

**Prerequisites for Thesis II:**
- The student has successfully completed ENG 468 with a grade of “pass”
- The student has completed at least one half of project
- The student has consent of advising professor to continue
- The student has consent of Coordinator of Creative Writing to continue

**Learning Outcomes** for this senior level project are:
- Ability to discuss elements of craft in one’s own work
- Ability to discuss the influence of strategies used by professional, contemporary writers on one’s work
- The ability to improve a body of work (poems, short stories, revision) through revision
- The ability to complete a finely polished full-length work.

**Basic Requirements:**
- All work MUST be turned in on the due date arranged.
- All work will be graded on professional format, spelling, etc.
- All drafts must be typed on clean paper.
- Make sure you follow professional format for your genre.
- All comments by professors will focus on how well you employ the elements of craft and can improve the project.
- Basic fulfillment on the thesis does not guarantee an A and the work must be meet the standards of A work across the Creative Writing Program. It is a cumulative grade.
THESIS ONE (FIRST SEMESTER)

GRADING BREAKDOWN/THESIS ONE

<table>
<thead>
<tr>
<th>Category</th>
<th>Percentage</th>
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</thead>
<tbody>
<tr>
<td>ATTENDANCE &amp; PROFESSIONALISM</td>
<td>5%</td>
</tr>
<tr>
<td>REGULAR MEETING ASSIGNMENTS</td>
<td>30%</td>
</tr>
<tr>
<td>ROUGH DRAFT</td>
<td>15%</td>
</tr>
<tr>
<td>REVISION OF MANUSCRIPT</td>
<td>50%</td>
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</tbody>
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ATTENDANCE (of meetings) 5%
The student will attend scheduled meetings with professor. If the meeting must be cancelled, notice must be given and an alternative meeting should be agreed upon.

REGULAR MEETING ASSIGNMENTS 30%
Each of you will complete portions and projects during the meetings arranged by the professor. All previous material should be gathered in the first 2 weeks of the semester, so that prior work can be assessed. A new project will need a proposal to be delivered in the first 2 weeks. Afterwards, the meeting assignments will include additional poems, stories, essays, or pages/chapters of novels and/or novellas.

ROUGH DRAFT 15%
A complete version of the manuscript (so far) should be given to your professor at least two weeks prior to finals.

REVISION OF MANUSCRIPT 50%
The first half of the manuscript should be turned in by a designated date during finals week.

The partial manuscript must be sent to the professor and the instructor of record electronically before a grade can be entered.

NOTE: You may work/edit/revise materials from earlier classes (261, 359, 459, 361, 461, 362, 462, 465) for the thesis. However, make sure your professor is informed if that work has been graded/edited by another professor, as this means it has already been looked at by a professional which necessitates a different kind of editing.
**THESIS TWO (SECOND SEMESTER)**

**GRADING BREAKDOWN/THESIS TWO**

<table>
<thead>
<tr>
<th>Category</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>ATTENDANCE (of meetings)</td>
<td>5%</td>
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<tr>
<td>REGULAR MEETING ASSIGNMENTS</td>
<td>30%</td>
</tr>
<tr>
<td>ROUGH DRAFT (of second half)</td>
<td>15%</td>
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<tr>
<td>PUBLIC READING</td>
<td>5%</td>
</tr>
<tr>
<td>FINAL MANUSCRIPT</td>
<td>40%</td>
</tr>
<tr>
<td>INTRODUCTION TO MANUSCRIPT</td>
<td>5%</td>
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**ATTENDANCE (of meetings) 5%**
The student will attend scheduled meetings with professor. If the meeting must be cancelled, twenty-four notice must be given and an alternative meeting time should be arranged.

**REGULAR MEETING ASSIGNMENTS 30%**
Each of you will complete portions and projects during the meetings arranged by the professor. The first half of the manuscript should go through an edit in the first 3 weeks of the semester, so that this portion of the manuscript is completed. Afterwards, the meeting assignments will include additional poems, stories, essays, or pages/chapters of novels and/or novellas.

**ROUGH DRAFT 15%**
A complete version of the manuscript (or the second half) should be given to your professor at least two weeks prior to finals.

**PUBLIC READING 5%**
You must complete a public reading of a portion of your thesis.

**FINAL MANUSCRIPT 40%**
Final edits must be completed by the first day of finals week. The manuscript must be arranged in a cohesive fashion. It should be presented spiral bound with a plastic or hard cover. There must be a title page, table of contents, acknowledgments, and introduction followed by the manuscript.

To receive an A on the final (not the thesis itself), one must have proofread the manuscript for typos and consistency errors. Technical edits must have been made to the manuscript. If new typos/errors are present, you will be graded accordingly. If edits are ignored, the work is not complete. Professors should not have to repeat edits.

To receive an A in the course, the student must have met the other requirements listed.

The manuscript must be sent to the professor and the instructor of record electronically before a grade can be entered.
INTRODUCTION TO MANUSCRIPT
There must be a 5 page self-reflective introduction
1) discussing the progress the writer has made from 261 (Introduction to Creative Writing) to the final project.
2) what has influenced this particular project (professional writers and their work, professional readings, other classes, other student writers, opportunities afforded in the program, etc.)

NOTE: You may work/edit/revise materials from earlier classes (261, 359, 459, 361, 461, 362, 462, 465) for the thesis. Make sure your professor is informed if that work has been graded/edited by another professor, as this means it has already been looked at by a professional which necessitates a different kind of editing.

University Policies You Need to Know:

ACADEMIC INTEGRITY (A-9.1)
Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.

Definition of Academic Dishonesty
Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one’s own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one’s paper without giving the author due credit.

Please read the complete policy at http://www.sfasu.edu/policies/academic_integrity.asp

WITHHELD GRADES SEMESTER GRADES POLICY (A-54)
Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.
STUDENTS WITH DISABILITIES
To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to http://www.sfasu.edu/disabilityservices/

ACCEPTABLE STUDENT BEHAVIOR

Classroom behavior should not interfere with the instructor’s ability to conduct the class or the ability of other students to learn from the instructional program (see the Student Conduct Code, policy D-34.1). Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic or other penalties. This prohibition applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the Early Alert Program. This program provides students with recommendations for resources or other assistance that is available to help SFA students succeed.

Calendar
(suggested, may be altered with notice to the instructor of record by your professor)

WEEK ONE
Go over Syllabus/Policies. Discuss plan/progress so far. Set up meeting times.

WEEK TWO
Discuss project and where the project needs to go. HW: Write Assignment (story, pages, essay or 5 poems)

WEEK THREE
NO IN-OFFICE MEETING. Send work via email or drop it off. HW: Write Assignment (story, pages, essay or 5 poems)
WEEK FOUR
Discuss work turned in. HW: Write Assignment (story, pages, essay or 5 poems)

WEEK FIVE
NO IN-OFFICE MEETING. Send work via email or drop it off. HW: Write Assignment (story, pages, essay or 5 poems)

WEEK SIX
Discuss work turned in. HW: Write Assignment (story, pages, essay or 5 poems)

WEEK SEVEN
NO IN-OFFICE MEETING. Send work via email or drop it off.
Thesis One HW: Write Assignment (story, pages, essay or 5 poems)
Thesis Two HW: Send manuscript so far.

WEEK EIGHT
Thesis One: Discuss work turned in. HW: Write Assignment (story, pages, essay or 5 poems)
Thesis Two: Discuss potential organization of entire manuscript. HW: Arrange manuscript.

WEEK NINE
NO IN-OFFICE MEETING.
Thesis One: Send work for next time.
Thesis Two: Send manuscript via email.

WEEK TEN
Thesis One: Discuss work turned in. HW: Write Assignment (story, pages, essay or 5 poems)
Thesis Two: Discuss revision of manuscript. HW: Start revision.

WEEK ELEVEN
NO IN-OFFICE MEETING.
Thesis One: Send work for next time.
Thesis Two: Finish revision.

WEEK TWELVE
Thesis One: Discuss work turned in. HW: Write Assignment (story, pages, essay or 5 poems)
Thesis Two: Discuss final edits and introduction. HW: Finish final version of manuscript, editing poems & introduction
WEEK THIRTEEN--THANKSGIVING
NO IN-OFFICE MEETING
Thesis One: Send work to professor

WEEK FOURTEEN
Thesis One: Discuss work turned in. HW: Write Assignment (story, pages, essay or 5 poems)
Thesis Two: Meet to discuss final edits & format.

WEEK FIFTEEN
Thesis Two: Meet if necessary to discuss final edits & format.