ENG 478 – Undergraduate Internship in Academic Publishing
Department of English and Creative Writing
Term: Spring 2018
Instructor: Kimberly Verhines, Director SFA Press
Office Hours: 9-12 MWF
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Course Description:

The Internship in Publishing course is designed to provide concentration on the book and journal publishing trade as it occurs in academia. Students enrolled in the course will work closely with authors, learn the processes of manuscript acquisition and selection, manuscript set-up, book design and production, and distribution processes and agendas. Students may work closely with individual authors and serve as publication representatives and liaisons at professional meetings and conferences. 3 hours, repeatable to 6 hours.

Program Learning Outcomes:

The following constitutes the PLOs for coursework taught at the graduate level to attain an M.A. in English. While the Practicum in Publishing is not used in the Program of Study for the M.A. (i.e., these are hours made available to students to enhance their academic experiences in publishing and to grow their professional portfolios), Student Learning Outcomes (SLOs) are noted in the next section to align to the discipline-specific PLOs.

1. The student will be able to write well-organized, substantial, grammatically and syntactically clean essays on literary and/or related topics.
2. The student will be able to demonstrate retention of key contents of selected literary texts as well as key concepts and themes informing literary study.
3. The student will be able to analyze a literary text with respect to form, contextual, and thematic matters.
4. The student will be able to conduct sophisticated literary research involving a variety of primary and secondary materials and/or library catalogues and databases and properly document that research.
5. The student will understand and be able to apply traditional and current literary theories/critical methodologies.

General Education Core Curriculum Objectives/Outcomes:

This is not a core course.
Student Learning Outcomes:

1. The student will be able to write well-organized, substantial, grammatically and syntactically clean documents and correspondence on literary and/or related topics.
2. The student will be able to demonstrate retention of key concepts relative to manuscript selection and production.
3. The student will be able to analyze a text with respect to form, contextual, and thematic matters, and use this as a foundation for making recommendations for manuscript acquisition.
4. As needed, the student will be able to conduct sophisticated literary research involving a variety of primary and secondary materials and/or library catalogues and databases and properly document that research to verify corrects of claims made in manuscripts.
5. The student will understand and be able to apply both traditional and current literary theories/critical methodologies to inform publishing processes.
6. The student will learn appropriate technology skills to produce printed and digital publications.

Course Requirements:

The student will conduct three-hours of practicum work throughout the semester, culminating in finished publication projects (typically a single-author book or, in collaboration with other interns, a longer anthology or edited work).

Course Calendar:

To Be Determined on a case-by-case basis, dependent upon projects underway or new projects to be started. The schedule is furthermore contingent upon student preparedness; some students may be familiar with publishing software whereas others may not and must receive one-on-one instruction. Timelines are subject to flexibility due authorial considerations, as well.

Grading Policy:

Grades will be determined on production considerations: working on the TBD timeline and meeting deadlines, design and production, and so on.

Attendance Policy:

Attendance is expected as the practicum requires keeping pace of the publication process.
**Academic Integrity:**

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:**

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.

**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.