

Syllabus Spring 2020
ENGL 371W Language Communication Across Cultures
CRN 28419, -21, -22

Instructor & Contact Information

Instructor: Beth Backes, Senior Lecturer in Linguistics and Composition
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I check email several times per day Monday – Friday until 5:00 p.m. Generally, emails received after 5:00pm Monday through Thursday will be answered the next day. Emails received after 5:00p.m. on Fridays will be answered Monday.

Office: BAL 5036
Office hours: by appointment

About the Syllabus & Course Schedule

Please note that the syllabus and course schedule, as much as possible, provides an accurate overview of the course. However, certain modifications to the syllabus, course schedule, assigned readings, any quizzes or exams, written assignments, and due dates may be required as the semester progresses. Students must regularly consult Blackboard and their ODU email to remain up-to-date on any changes.

Course Description

ENGL 371W is a writing-intensive course; a majority of the final course grade will be based on the content and quality of your written work. English 371W examines cross-cultural communication in all its forms through extensive readings that cover topics in linguistics, anthropology, sociology, and literature. The course will explore non-US cultures in comparison to US culture.

The course instructional methods are multifaceted, emphasizing assigned readings, note taking, writing skills practice, collaborative group discussions, film viewing & analysis, cultural event participation, library research activities, and primary field research (interviews). The class will explore how values and beliefs, verbal and nonverbal communication, and norms and folkways both reflect and construct culture and how world cultures interpret and communicate experiences differently.

Catalog Description: An interdisciplinary examination of intercultural communication through film and readings in anthropology, linguistics, and world literature, this course will compare the values, beliefs, social structures and conventions of a number of cultures to those of the U.S. This course is part of the World Cultures interdisciplinary minor. (This is a writing intensive course.) Prerequisites: six hours of general education composition, junior standing, or permission of the instructor.

Writing Intensive Course

ENGL 371W is a writing intensive course. Writing intensive courses help students further develop writing skills learned in general education composition courses. Students who register for this course should understand the University's criteria for writing intensive courses:

1. Students will demonstrate, in a series of individual (not group) assignments, their mastery of the subject in a discipline, through the writing of formal documents.
2. For each writing assignment, the instructor will provide feedback for the student, evaluating content and writing style (organization, development, logic, coherence, and mechanics.)
3. Types of documents for writing assignments (may) include essays, laboratory reports, project reports, critiques of performances, research proposals, case studies, journal article reviews, book reviews, creative writing, written interviews, and other forms appropriate to a particular discipline. ENGL 371W will include ethnographic reports, reflection, and other writing genres.

4. A maximum of 10% total of identified graded writing in the form of *essays for tests, quizzes, and/or a mid-term examination (not a final exam)* may be included. It is to be evaluated for both content and writing style as indicated in (2) above. [Note: there are no essay exams or essay quizzes in this course.]
5. Graded writing requirements comprise a least 51% or more of the overall course grade.

Course Objectives

Students will demonstrate through individual assignments their mastery of the subject of intercultural communication and produce formal, written work reflective of that mastery. Students will receive instructor feedback evaluating content and style, including English rhetorical patterns, organization, development, logic, coherence, punctuation, mechanics, and citation. Our general focus will be on Improving Disciplinary Writing; i.e., *to practice disciplinary writing that demonstrates a reasoning process supported by research and reflection on a problem, topic or issue*. Our writing objectives:

- Clearly state a focused intercultural communication topic
- Identify relevant knowledge and credible sources for study and writing
- Synthesize information related to course topics
- Apply appropriate research methods to intercultural communication
- Formulate conclusions based on research and inquiry
- Reflect on and evaluate individual learning

Required Readings

TEXTBOOK (Required)

Experiencing Intercultural Communication, 5th Edition, 2013. Judith Martin and Thomas Nakayama. McGraw-Hill Higher Education. (Students may also use the 4th edition (2010) but will need to work out any chapter or page differences independently).

SUPPLEMENTAL READINGS (Required)

Readings or Download links are on Blackboard in each Module folder.

RECOMMENDED Supplemental Text:

They Say, I Say: The Moves that Matter in Academic Writing. Any edition except for the high school editions. Gerald Graff and Cathy Berkenstein.

Late Assignments Policy

Late assignments are not accepted without official written documentation of illness, death, or emergency. The following are **not** acceptable reasons for late assignments or missed exams: work schedules, sick children/sick relatives, child care, transportation issues, computer issues, other technical problems, forgetting the deadline, not understanding the assignment, having other assignments due, etc. If extenuating circumstances prevent you from turning in your assignment on time, you should contact your instructor via email before the due date or within the 24 hours following.

- Students are not allowed to submit multiple late assignments, regardless. Students with extenuating circumstances must contact the instructor as soon as possible about providing documentation.
- Students who have provided written official documentation of extenuating circumstance and who have worked out arrangements with the instructor for make-up work must submit that late work within two weeks of the original due date of the missed assignment or exam.

Missing Exams, Quizzes, and Assignments

- Students who do not complete quizzes and assignments by the due date will not be allowed to make up the work *without first submitting official written documentation of emergency (which includes the date(s) and the student's full name)*. Acceptance of the documentation is at the sole discretion of the instructor.

- **Technology Issues**

Students who experience technology problems during an exam, quizzes, or other assessment submission may be allowed to resubmit the work after the availability period **ONLY** if they notified the instructor immediately by email that they experienced a technical problem and only if the Blackboard record shows that the assessment was actively attempted within the availability period. By participating in online, each student agrees that a report directly from ITS to the Instructor will be the basis for any decisions about make up work following an assertion of system-wide technology problems.

Policy on Cheating on Online Exams, Quizzes, and Assignments

Students may not communicate in any way with other students about the content of online exams, quizzes, or the answers for graded assignments and may not work together to complete any of these (including Discussion Board Posts or other written assignments) and agree to uphold the University's policies on academic integrity, including the Honor Pledge: "I pledge to support the honor system of Old Dominion University. I will refrain from any form of academic dishonesty or deception, such as cheating or plagiarism. I am aware that as a member of the academic community, it is my responsibility to turn in all suspected violators of the honor system. I will report to Honor Council hearings if I am summoned."

Feedback requests

Students may request feedback on a draft of their writing assignments by attaching the draft to an email to me before the deadline given in class.

- Feedback is not grading.
- Feedback does not include a student's resubmitting their work repeatedly until they are told it is correct.

Requests must be made at least 48 hours or more before the assignment is due. Attach the draft to an email and follow the email protocol below.

Semester Assignments

Points Possible

Discussion Board Posts (Reading-Response Writings) (12 @ 5 points each)	60
Module Quizzes (4 @ 10 points each)	40
Short Writing Assignment: Case Study	50
Formal Writing Assignment.....	150
○ Research Proposal (Culture choice) (25 points)	
○ Ethnographic Research Paper (100) with Reflection (25)	
Total Points Possible	300

Extra Credit is not an option in this course.

Grading Scale

To determine percentage, divide total number of points earned by total number of points possible

93-100	A	77 - 79	C+	60 - 62	D-
90 - 92	A-	73 - 76	C	59 & below	F
87 - 89	B+	70 - 72	C-		
83 - 86	B	67 - 69	D+		
80 - 82	B-	63 - 66	D		

Understanding how your Final Grade is calculated

Your final grade is based on the number of points you earn during the entire semester divided by the total number of points possible. As an example, let's say you have earned 264 points out of 300 total points possible; if so, then the final percentage would be 88% (264 divided by 300 points = 88%), a final grade of B+. Sometimes students think this 88% means they were only 2 points from an A-, but it is actually 7 points away an A- (300 X .90 = 270). In order to receive an A- a final total of 270 points earned would be needed.

Viewing your Course Grades and Feedback in Blackboard

Go to Blackboard > Tutoring and Other Help > Blackboard How To's for information on how to view your course grades and instructor feedback. The assignment or exam must be opened in order to see feedback.

Attendance

This course does not meet in person. Students who are unable to participate in the course assignments for 2 weeks or more because of extenuating circumstances should contact the student support services office for assistance: <http://www.odu.edu/life/support/student-outreach> or go directly to <http://www.odu.edu/about/monarchcitizenship/class-attendance/absences>

Student Responsibilities and Course Management

Honor Code, Honor Pledge, and Standards of Behavior

- ☐ By registering for this class, students agree they will comply with the University Honor Code & Pledge. <https://www.odu.edu/about/monarchcitizenship#tab152=1>
- ☐ Review university policies regarding cell phone use & other standards of classroom conduct, including engaging in conversations with other students during class time and expectations for punctuality, eating, etc. <https://www.odu.edu/oscai>

Blackboard Course Management

- ☐ Students must check Blackboard and ODU email each week for announcements and instructor emails.
- ☐ If students experience difficulties accessing or posting to the system, they should contact customer service at itshelp@odu.edu or phone 757-683-3189. (See below "Troubleshooting Submitting Assignments or Exams in Blackboard" for more information.)

Google Drive

- ☐ Some course materials and learning activities will be presented in Google Drive (ODU accounts only) via a web link in Blackboard or in some instances, ODU email.

Troubleshooting Submitting Assignments or Exams in Blackboard:

- ☐ First, make sure you are using a compatible browser. You can often solve a problem submitting word documents by trying a different browser, refreshing the page, or restarting your computer. The file name should be 8 lower case letters or fewer; no spaces; no punctuation.

- For technical problems during exams, contact both the instructor AND make a report to itshelp@odu.edu. For ITS, include the nature of the problem, the date and time you experienced it, and what browser you were using.

Email Communication Protocol

- Students must have an active ODU account and MIDAS I.D in order to participate in this class.
- Students should follow the protocol for sending emails through the ODU system:
 - a. Subject line must be completed (simply ENGL 371W is fine)
 - b. The email must contain a message
 - c. Email message must be signed with student's full name
 - d. Emails sent from personal, non-ODU addresses will not be opened nor responded to (this is a federal requirement)

Students needing Special Accommodations

Students are encouraged to self-disclose needs that have been verified by the Office of Educational Accessibility (OEA) by providing Accommodation Letters to their instructors early in the semester. Accommodations cannot be implemented until the student provides the accommodation letter; it is the student's responsibility to initiate a discussion about the finalized accommodation letter with the instructor. By law, accommodations cannot be made until the student has finalized the required process with the OEA.

Inclement Weather

Students should familiarize themselves with the University policies for inclement weather/emergencies as indicated at this website: <http://www.odu.edu/ao/humanresources/policies/inclementweather.shtml>