

**Instructor:** Kelli Wood

**Email:** [kwood@epcc.edu](mailto:kwood@epcc.edu)

**Talk/Text:** [505-437-1948](tel:505-437-1948)

**Web:** [www.kelli.ninja](http://www.kelli.ninja)

**Office/Contact Hours:** See <https://chatwith.kelli.ninja>

**For quick questions,** just call or text during reasonable hours

**In-Office hours:** MWF 11-12, Transmountain Campus, Room 1101

**Online Conferences:** M/W 2-5, T/Th 2-5, Sat 10-2. [Schedule a conference now.](#)

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"You don't have to be great to get started,  
but you do have to get started to be great." --Les Brown

## WEEKLY SCHEDULE

### Read This Slowly and Carefully

#### READING IT OUT LOUD IS EVEN BETTER

(😄 Out loud in a funny voice may be even better than that! 😄)

- Start your work on the course each time by opening up this schedule. It is your guide through the course.
- This schedule links to the readings and lessons and has the due dates for work.
- If there is a difference between due dates on Blackboard and this document, go by the dates on this document.

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Make sure to **refresh your copy of the schedule periodically** just in case any links go dead and I have to replace some. I will announce it on Blackboard, but if you make it a habit of it at the first of the week that will help too.

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Assignments listed under **DUE** for the week are due by midnight on the last day listed under the week number.

For example, in the first week's case, everything under **DUE** is due by midnight (11:59 pm) 1/24, though you may turn them in earlier.

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**Our weeks run from Tuesday to Monday midnight.** (Technically, Blackboard records midnight as 11:59 p.m.) That gives you both weekday and weekend time to work on things and fit it best in your schedule.

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- ✓ You will be most successful if you take time plan your study time for each class.

Take time to **look at your schedule now and plan** a few hours a couple of times each week when you will sit down and do English class stuff, then as you work on things earlier in the week, you can make decisions about how much time the rest of the week's work will take you. As with most things in life, some weeks will take more time, others less.

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Remember, the schedule is tentative and subject to change. I will change it only to best support our learning throughout the semester. **I will always let you know about any changes in a Blackboard announcement/message and/or in the weekly "What's Going On?" video.**

**Week 1**  
**January 18-24**

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**[Welcome to English 1301!](#)**

**Introduction to the Course**

Getting to know our Blackboard classroom, where we are going, and each other

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Your work is **DUE** by the end of our "week."

That's the last date at the top of this column.

This week, that's by midnight (11:59 pm) on Jan. 24<sup>th</sup>.

You may turn things in early.

➤ [Make sure to check out this week's "What's Going On?" video!](#)

**READ|WATCH: Getting Started**

- Watch the "[Getting Started](#)" video and look around our Blackboard classroom.
- [Read the Syllabus](#)
- [Turning In Assignments on Blackboard](#) (Video)
- [How to Write an Email Your College Professor](#) (about course work—this doesn't apply to this week's email, but pay attention for later emails and other courses. Also, make sure to read the section on email in our syllabus carefully **so that your emails don't get deleted.**)

**DUE on Blackboard**

- In the Quizzes/Exam folder
  - Quiz 1
    - Remember, all quizzes are based on READ|WATCH links for the week. Make sure to read, then take the quiz and look up anything you need to as you do.
    - Because the college is allowing students to register late into the first week, this quiz will be open for the first two weeks.
- In the Week 1 Assignments folder
  - Discussion: Introductions

**DUE via Email**

- Email me @ [kwood@epcc.edu](mailto:kwood@epcc.edu). Let me know that you've looked over our Blackboard class, our schedule, my [website](#), and whether or not you have any questions.

★ **Bonus Points**

- Follow this link to fill out the [contact survey](#) and get a free 100!

*"Writing ... is like driving a car at night.*

*You can see only as far as your headlights, but you can make the whole trip that way."*

*-- E.L. Doctorow*

**Week 2**  
**January 25-31**

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[Getting started](#) with  
a little bit of writing,

➤ [Make sure to check out this week's "What's Going On?" video!](#)

**READ|WATCH: Thinking about Writing**

- [The Myth of the Good Writer](#)
- [Writing down the Basics](#): Why Refine Your Writing – Writing Sentences Correctly, pp. 6-12

**READ|WATCH: A Short Writing Assignment**

- [MLA Format Assignment](#)
- [Writing down the Basics](#), MLA Format and Documentation Style, pp. 71-74
- MLA Format (Video)—Choose the one for the word processor you're using. Note: You won't need a Work Cited page with this assignment.
  - [MLA Format: MS Word](#) (Video)
  - [MLA Format: Open Office 3](#) (Video)
  - [MLA Format: Google Docs](#) (Video)
  - [MLA Format: Apple Pages](#) (Video)
  - [MLA Format: Word for Apple](#) (Video)

**DUE on [Blackboard](#)**

- In the Quizzes/Exam folder
  - Quiz 2
- In the Format Assignments folder
  - MLA Assignment

Since we can't know what knowledge will be most needed in the future, it is senseless to try to teach it in advance. Instead, we should try to turn out people who love learning so much and learn so well that they will be able to learn whatever needs to be learned.

--John Holt

**Week 3**  
**February 1-7**

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Things to get you started on your essay.

(Just because this makes me happy.)

And you really can write about almost anything for this essay—make sure to review the assignment for the limitations.

➤ [Make sure to check out this week's "What's Going On?" video!](#)

**READ|WATCH: Essay 1 Assignments and Some Samples**

- [Thoughts from a Ninja: Overview of the Emblematic Essay](#) (Video)
- [Emblematic Essay Assignment](#)
- Sample Essay: [Just Like Papi Guerro](#) (Video)
- [Emblematic Object Prewriting 1: Discovering Details](#) (Video)

**READ|WATCH: Writing Personal/Familiar Works**

- [Writing down the Basics](#)
  - Some Notes on General Convention - Personal/Familiar Writing, pp 46-58
- [Creative Non-Fiction: An Overview](#)

**DUE on [Blackboard](#)**

- In the Quizzes/Exam folder
  - Quiz 3
- In the Emblematic Essay Assignments folder:
  - [Emblematic Essay: Prewriting 1](#)

One must learn by doing the thing. For though you think you know it, you have no certainty until you try.

--Sophocles

**Week 4**  
**February 8-14**

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Some more samples  
and some tips.

[Comma, Comma,  
Comma, Chameleon](#)

➤ [Make sure to check out this week's "What's Going On?" video!](#)

**READ|WATCH: Samples and Prewriting 2**

- Sample Essay: [Lead the Way](#)
- Sample Essay: [Connecting with History](#)
- [Emblematic Essay Prewriting 2: Developing Narrative](#) (Video)

**READ|WATCH: Writing Personal/Familiar Works**

- [Writing Narrative Personal Essays](#) (pdf)

**READ|WATCH: Grammar Stuff**

- [Grammarly Signup and Report](#) (Video)
  - Make sure you're signed up to use Grammarly. If you have any problems, let me know.
  - If you've signed up for it before, you still need to watch this to make sure you have the EDU/Premium edition and to learn what you'll need to turn in from Grammarly
- [Writing down the Basics](#), Combining Sentences – Bonus Comma Knowledge pp. 13-25
  - Videos
    - [Commas: Lists, Sentences, Direct Address, and Exclamations](#) (with some *not* for kids parts)
    - [Commas: Extra Information](#) (with some *not* for kids parts)

**DUE on [Blackboard](#)**

- In the Quizzes/Exam folder
  - Quiz 4
- In the Emblematic Essay Assignments folder:
  - [Emblematic Essay: Prewriting 2](#)

"Everything is a risk. Not doing anything is a risk. It's up to you."

— Nicola Yoon

**Week 5**  
**February 15-21**

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A few more samples and a bit more advice.

[Keep on keepin' on!](#)

➤ [Make sure to check out this week's "What's Going On?" video!](#)

**READ|WATCH: Samples and Prewriting 3**

- Sample Essay: [Grand Old Piano](#)
- Sample Essay: [Where the Magic Came From](#)
- [Emblematic Object Prewriting 3: Discussing Significance](#) (Video)

**READ|WATCH: Thinking about Writing**

- [How to Hit the Right Tone in Writing](#)

**READ|WATCH: Grammar and Things to Help You Integrate Quotes**

- [Writing down the Basics](#): Intermission for a Salty Tale – Quotation Marks, pp. 26-40
- Videos:
  - [Misc. Punctuation](#)
  - [Quotation Marks](#)

**DUE on [Blackboard](#)**

- In the Quizzes/Exam folder
  - Quiz 5
- In the Emblematic Essay Assignments folder
  - [Emblematic Essay Prewriting 3](#)

*I've missed more than 9,000 shots in my career. I've lost almost 300 games. Twenty-six times I've been trusted to take the game-winning shot and missed. I've failed over and over and over again in my life. And that is why I succeed.*

*--Michael Jordan*

**Week 6**  
**February 22-28**

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Emblematic Essay  
and Cover Letter  
drafts due

No worries about  
the draft! [Just  
jump in, do your  
best, and then let  
go](#) of it so I can  
help you make it  
even better!

➤ [Make sure to check out this week's "What's Going On?" video!](#)

**READ/WATCH**

**READ|WATCH: Drafting Your Essay**

- [Putting Your Draft Together](#) (Video)
- [Emblematic Essay Assignment](#), Re-read pages 3-4, Drafting – Grading Criteria

**READ|WATCH: Business Letter and the Cover Letter Assignment**

- [Why Clear, Concise Writing is so Important in Business](#)
- [Writing down the Basics](#), Business Writing - Business Letters, pp. 136-140
- [Essay Cover Letter Assignment](#)
  - [Classroom Flashback: Keys to the Cover Letter](#) (Video)

**DUE on Blackboard**

- In the Quizzes/Exam folder
  - Quiz 6
- In the Emblematic Essay Assignments folder:
  - Cover Letter **DRAFT** due
  - Essay **DRAFT** due
    - Remember, this essay should be in MLA format.
    - Include Grammarly reports for both
    - If you went to the writing center, include documentation that show the essay or letter work from the writing center.
  - **Discussion:** Emblematic Essay  
Now that we've drafted the Emblematic essay and the cover letter for it, what have you learned about doing this kind of writing? What was difficult? What was easy? What helped you most? What slowed you down? Really pause for a moment and think about this. Develop a paragraph or two thinking about what helps and what you can do to help yourself with this kind of writing in the future. Be reflective and take time to proofread your discussion.

*It is good to have an end to journey toward; but it is the journey that matters, in the end.*

*Ursula K. LeGuin.*

**Week 7**  
**March 1-7**

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Learning APA format and practicing a bit of citation—just remember, it's all one step at a time.

➤ [Make sure to check out this week's "What's Going On?" video!](#)

**READ|WATCH: APA Format and Documentation**

- Documentation:
  - [APA Citation Basics 7<sup>th</sup> ed.](#) (Video)
  - [Writing down the Basics](#), APA Authors and Titles – TED Talks, pp. 96-110
  - [It's Not All Websites: Identifying Sources on the Internet](#) (Video)
- Format Videos:
  - Choose the **ONE** that fits your word processor preference:
    - [Format APA 7th ed in MS Word 365](#) (Video)
    - [Format APA 7th ed in MS Word](#) (Video)
    - [Format APA 7th ed in Google Docs](#) (Video)
    - [APA 7<sup>th</sup> edition Mac](#) (Video, IRSC Libraries)

**DUE on [Blackboard](#)**

- Quiz 7

**DUE Online**

- [Citation Activity](#)
  - You can do this as many times as you like
  - Your grade will not automatically show up on Blackboard. I have to add it in, so be patient.

"A writer's problem does not change. He himself changes and the world he lives in changes but his problem remains the same. It is always how to write truly and having found what is true, to project it in such a way that it becomes part of the experience of the person who reads it."

Ernest Hemingway



**Week 8**  
**March 8-13**

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Technically Spring Break starts on the 13<sup>th</sup>, but if you want to turn in the Format Assignment on Monday the 14<sup>th</sup>, you can.

➤ [Make sure to check out this week's "What's Going On?" video!](#)

**READ/WATCH**

- [APA Format Assignment](#)
- [Academic Writing](#)
- [Walkthrough: APA Formatting Assignment--Formal Writing and Integrating Sources](#) (Video)
  - In this video I show you how to develop that first paragraph in the APA Format Assignment. I cover quick steps to drafting it, integrating your quotes, the in-text citation, and getting that formal writing voice.

**DUE on [Blackboard](#)**

- In the Quiz/Exam folder
  - Quiz 8
- In the Format Assignment Folder
  - [APA Format Assignment](#)

"The thing you have to remember, that all of us have to remember who are writers, is that in almost every other way in life, time is our enemy. But time is a writer's friend. Writing happens over time and it gets better over time, with very, very few exceptions. The time that works against you in every other way is working for you in this way. You're seasoning, you're deepening. If you continue to write, and if you ask the best of yourself, and if you're working toward that all the time, it will happen. You don't give up. If you know the sound you want to hear, you'll hit the note eventually".

*Tobias Wolff in A Piece of Work: Five Writers Discuss their Revisions*

**SPRING BREAK**  
March 14 – 20

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I will be grading and working this week, but won't necessarily answer email or calls/texts after Monday. Everybody needs some time away for a bit!

**SPRING BREAK**  
**MID-TERM BREAK**

**WATCH**

- A video to consider: [This is how some conversations go at the end of the semester](#)—really. I didn't make this, but I've had conversations like this too many times.
- I hope you laugh at this because it's not you.
- If you're thinking it might be you, please review all the ways you can contact and get help from me at [chatwith.kelli.ninja](#) and know that you do have the opportunity revise and get help with much of your work and that extra credit has been available on all of your writings which constitute 75% of your overall grade in the course, so it's extra credit that can make a difference in your grade. Also know that you can't do all of that during the last week. Review my policy on late work during finals week.



**DUE**

- Take a break—if you can't take a few days, try to take at least an hour or two away from your weekly schedule. I suggest a walk or coffee/tea with a friend you haven't seen in a long time, even if you have to do it over the phone. Or just sleep! 😊 (I made this an assignment so you can tell anyone you need to that it's part of your college education.)

*"I'm not expecting to grow flowers in the desert,  
but I can live and breathe and see the sun in winter time."*

*"Big Country" by Big Country*

**Week 9**  
**March 22-28**

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[Media Analysis](#)

Essay basics--a close look at how it's done.

[A few more readings](#)

Discussion of [how ads work](#) and what they do

- [Make sure to check out this week's "What's Going On?" video!](#)

**READ|WATCH**

**READ|WATCH: Media Analysis—Getting Started**

- [Thoughts from a Ninja: Overview of the Media Analysis Essay](#) (Video)
- [Media Analysis Prewriting and Essay Assignment](#)
- Intro to Media Analysis: [Part I](#) and [Part 2](#) (Video)
- \* [Deconstructing Media Messages](#) \*
- \* [Media Literacy Concepts](#) \*

**READ|WATCH: Grammar**

- [Writing down the Basics: We all have to Agree – Word Choice and Usage](#), pp 41-45
- [3 Things You Can do to Improve Word Choice in Writing](#)
- Videos:
  - [Subject/Verb & Logical Agreement](#)
  - [Pronoun Agreement](#)

**DUE on [Blackboard](#)**

- In the Quizzes/Exam folder
  - Quiz 9
- In the Media Analysis Essay Assignments folder:
  - **Practice Media Analysis Discussion.** Find an ad on YouTube that you think you might work for this essay. (You can change your mind later if you want.) Post the link, and [use this handout](#) and see if you can't identify **a few** of the things it lists in the ad you've chosen. (We'll be studying these things in the coming weeks' readings.) Discuss what you see of those techniques and what you think is being said between the lines.
    - **Give examples and explain;** be thoughtful and make sure to proofread carefully. Comment with ideas or thoughts on a few of your classmates' examples.

**NOTE:** When you look at ads don't pick one just because *you love the product*. Often that makes it **much harder!**

*I try to take one day at a time, but sometimes several days attack me once.*

**Week 10**  
**March 29-April 4**

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[Step-by-step](#)  
thinking about this  
essay.

➤ [Make sure to check out this week's "What's Going On?" video!](#)

**READ|WATCH: Student Samples: Three Options for this Essay**

Keep in mind that these samples were done before the most recent version of APA came out, so the format looks a little different in the videos.

- Sample Essay: [Video Walkthrough: Beamers Before Babies](#) (Video)
- Sample Essay: [Video Walkthrough: Fat Food Fast](#) (Video)
- Sample Essay: [Video Walkthrough: A Look between the Lines](#) (Video)
  - You can access the print copy of all sample essays on the [1301 Media Analysis Essay page](#).

**READ|WATCH: Thoughts on Advertising and Advertisers**

- \* [Language of Persuasion](#) \*
- \* [Text & Subtext](#) \*

**DUE on [Blackboard](#)**

- In the Quizzes/Exam folder
  - Quiz 10

**NOTES:** Take your time with the videos this week—really! They are me teaching you the parts and ways to approach this essay.

*Learning to write is not a [mere] matter of learning rules that govern the use of the semi-colon or the names of sentence structures, nor is it [only] a matter of manipulating words; it is a matter of making meanings, and that is the work of the active mind.*

—Ann E. Berthoff

**Week 11**  
**April 5-11**

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Starting to look deeper

➤ [Make sure to check out this week's "What's Going On?" video!](#)

**READ|WATCH: Thoughts on Advertising and Advertisers**

- \* [Captive: How the Ad Industry Pins us Down](#) \*
- \* [Why Good Advertising Works \(Even When You Think It Doesn't\)](#) \*
- \* [Experts: Men Have Body Image Worries Too](#) \*

**READ|WATCH: Some more Sample**

- Student Sample: [Dumb is the New Smart](#) (Video: Paragraph Breakdown)
- Student Sample [Video Walkthrough: A Fat World Wearing a Skinny Mask](#) (Video)

**DUE on [Blackboard](#)**

- In the Quizzes/Exam folder
  - Quiz 11

*When things are going well, reflect. When things are going bad, be brave.*

*Ancient Proverb*

**Week 12**  
**April 12-18**

**April 14<sup>th</sup> Last Day  
to Withdraw (W)**

Some final reading  
and a final  
prewriting

**IMPORTANT!**

**Read this** out loud.  
**Save it** and **use it**  
when you cite  
sources for this  
essay. **It has  
answers!**

➤ [Make sure to check out this week's "What's Going On?" video!](#)


**READ|WATCH: More Thoughts on Advertisements**

- \* [How Advertising Manipulates Your Choices and Spending Habits](#) \*
- \* [Ads Don't Work That Way](#) \*
- \* [The Dangerous Power of Emotional Advertising](#) \*
- Student Sample: [Merry Materialism](#) (Kelli, do video for this)

**READ|WATCH Media Analysis Prewriting**

- [Media Analysis Prewriting 1](#)
- [Media Analysis: Prewriting 2](#)

**READ|WATCH: Important Stuff to Know for the Media Analysis Essay (aka: Some Answers)**

 [Handout for Media Analysis Citation](#) (this should give you almost everything you need specifically for citation here—make sure and do the other readings above to get the overall concepts.)

**DUE on [Blackboard](#)**

- In the Quizzes/Exam folder
  - Quiz 12
- In the Media Analysis Essay Folder
  - Media Analysis Essay: Prewriting 1 & 2

*"The beautiful part of writing is that you don't have to get it right the first time, unlike, say, a brain surgeon."*

— Robert Cormier

**Week 13**  
**April 19-25**

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I suggest you do your readings, quiz, and Prewriting 3 at the first of the week, and then work on the cover letter and essay later in the week.

I will do my best to respond to your work as early as I can, so if you get it in earlier, I may get to it earlier.

No promises—you know how life is, but I will do my best.

[A song because it also makes me smile.](#)

➤ [Make sure to check out this week's "What's Going On?" video!](#)

**READ|WATCH: More Thoughts on Advertisements**

- \* [With Superheroes Comes the Pressure of Unrealistic Male Bodies\\*](#)
- \* [A Look at Mothers and Fathers in the Media \\*](#)
- [Media Analysis: Prewriting 3](#)

**READ|WATCH: Draft**

- [A Few More Thoughts on Writing an Introduction](#) (Video)
- Reread your prewriting 3. Use what you have there to create your draft. If you've filled out the parts, you have a skeleton of your essay. (If you wrote lots of words there, you probably have a pretty solid draft.) As with the Emblematic essay, turn the draft in on time with a substantial effort and you're good to go! I'll give you feedback to help you shape up the final version.

**DUE on [Blackboard](#)**

- In the Quizzes/Exam folder
  - Quiz 13
- In the Media Analysis Essay Assignments folder:
  - Media Analysis Essay: Prewriting 3--[Prewriting 3 Form](#)
  - Media Analysis Cover Letter **DRAFT** due
  - Media Analysis Essay **DRAFT** due

*"Read, read, read. Read everything—trash, classics, good and bad, and see how they do it. Just like a carpenter who works as an apprentice and studies the master. Read! You'll absorb it. Then write. If it's good, you'll find out. If it's not, throw it out of the window."*

*-- William Faulkner*

**Week 14**  
**April 26-May 2**

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Hang in there,  
[we're almost  
done!](#)

Work the Media  
Analysis draft

➤ [Make sure to check out this week's "What's Going On?" video!](#)

**READ|WATCH: Feedback**

- Make sure to watch for my feedback on your Essay in your OneDrive Folder.

Take this time to work on your emblematic essay cover letter and essay revisions. Make sure you [watch the video](#) I made in response to help you out.

Also, if you are going to do the final essay—the Essay of Revision—check it out. The instructions for it are on the [Week 16](#) page. It's optional, so make a decision about it.

**DUE**

- While it is optional, I do suggest you take this time to go to the [writing center](#) and work on your Media Analysis Essay.

*"Talent is a pursued interest. Anything that you're willing to practice, you can do."*

--Bob Ross



**Week 15**  
**May 3-9**

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Hang in there—  
we're almost done!

**WATCH**

- [Make sure to check out this week's "What's Going On?" video!](#)

**DUE on Blackboard**

- In the Quizzes/Exam folder
  - Final Exam
- In the Emblematic Essay Assignments folder
  - Cover Letter **FINAL** due
  - Essay **FINAL** due
    - Remember, this essay should be in MLA format.
  - Include Grammarly reports for both the letter and the essay.
  - If you went to the writing center, include documentation that show the essay and/or letter work from the writing center.

*"Sometimes the ideas just come to me. Other times I have to sweat and almost bleed to make ideas come. It's a mysterious process, but I hope I never find out exactly how it works. I like a mystery, as you may have noticed."*

*— J.K. Rowling*

**Week 16**  
**May 10-13**

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Finally, our last  
essay!



**Note the  
due dates!**

A large, multi-pointed red starburst graphic with a purple outline, containing the text "Note the due dates!" in white, bold font.

➤ [Make sure to check out this week's "What's Going On?" video!](#)

### **OPTIONAL READ|WATCH: Unit 4 Readings and Samples**

- [Thoughts from a Ninja: Overview of the Essay of Revision](#) (Video)
- [Essay of Reflection Assignment and Samples](#) (Video)
- [Essay of Revision Assignment](#)
  - You're on your own with this one. I've given you feedback and comments, you've studied and learned. Now, use that knowledge, follow instructions, and be thoughtful.

### **FINALS WEEK:**

**Due on [Blackboard](#) by WEDNESDAY, May 11th, 11:59 p.m.)**

- In the Media Analysis Essay Assignments folder:
  - **Final** Cover Letter for Media Analysis
  - **Final** Media Analysis Essay
  
  - **Discussion:** Media Analysis Essay  
What things helped you in doing this essay? What things did you find difficult? As you are faced with writing formal essays in the future, what things will you do that will help you do it better. This may even include small practical or simple things that just help motivate you or keep you on track.

**OPTIONAL Due on [Blackboard](#) by THURSDAY, May 12th, 11:59 p.m.)**

- In the Essay of Revision Assignments folder:
  - Final Essay of Revision

One of my absolute favorite bits of writing. I try to go back and read it when times get tough and when times are good. I've read it a lot this semester.

I hope that you are taking away tools that will help you as you move on through both college and life. Take care of yourself, be kind and patient as often as you can, and don't forget that if you have one sentence on one side and another sentence on the other side, you have to have something in the middle!

Cool beans?

Write it on your heart that every day is the best day in the year. He is rich who owns the day, and no one owns the day who allows it to be invaded with fret and anxiety.

Finish every day and be done with it. You have done what you could. Some blunders and absurdities, no doubt crept in. Forget them as soon as you can, tomorrow is a new day; begin it well and serenely, with too high a spirit to be cumbered with your old nonsense.

This new day is too dear, with its hopes and invitations, to waste a moment on the yesterdays.

--Ralph Waldo Emerson