

Course Materials & Technology Requirements

The majority of all course materials are available through Blackboard. A book of poems might be discussed on Week 9 (3/20 and 3/22), so please plan for that purchase (range: \$15-\$20).

Ensure your UTEP email account is working and that you have internet access and a stable web browser. Google Chrome and Mozilla Firefox are the best browsers for Blackboard; other browsers may cause complications. When having technical difficulties, update your browser, clear your cache, or try switching to another browser. You will need to have access to a computer/laptop.

The following software is recommended: Microsoft Office and Adobe Acrobat Reader. Check that your computer hardware and software are up-to-date and able to access all parts of the course. If you do not have a word-processing software, you can download Word and other Microsoft Office programs for free via UTEP's Microsoft Office Portal. Click the following link for more information about [Microsoft Office 365](#) and follow the instructions.

If you encounter technical difficulties beyond your scope of troubleshooting, please contact the UTEP [Help Desk](#) as they are trained specifically in assisting with technological needs of students.

Course Assignments

CRW 3372 is graded on a scale of 0-1000. The course assignments are outlined below. Please note that specific instructions will be provided on Blackboard, and in class.

Syllabus Scavenger Hunt: You will participate in a scavenger hunt designed for you to get familiar with the syllabus at your own pace. This activity will also ensure you navigate Blackboard and get comfortable with this learning management system. Due date: Monday, January 23 by 12 pm. *30 points*

Reading Journals (RJs): Active participation is vital to the dynamic and quality of the class, and your weekly participation will be noted through reading journals. Their purpose is to process the material by yourself to then engage in conversation with different perspectives. To write mindful reading journals please read the materials carefully before class, take notes, and make lists of observations and/or questions you'd like to share in your posts or during class. There are two types of RJs: 1) RJ BB (Blackboard), due on Mondays by 10:30 am, to be posted on Blackboard [RJ BBs also include responding to one of your classmates' posts] and 2) RJ TK (Talk) to be shared orally during class. *Ongoing, poor class participation* when RJ TK's are due will result in requiring all RJs be posted to Blackboard. *160 points/ 10 RJs= 16 points each*

In-Class Assignments (ICAs): You will address specific prompts provided by the instructor to be worked in during class. The purpose of these exercises is to apply/test concepts taught during class, and to generate poems that will be workshopped and included in your final portfolio. ICAs are submitted through Blackboard usually* on Mondays or

Email: Contact me at anarvaez2@utep.edu using your UTEP email. The first time you write to me please type my email as given; don't rely on the automatic feature of the electronic directory, for it might send your message to the wrong domain. Please note my response time for emails: if you contact me Monday-Friday, 1-5pm, I will reply within 24-48 hours; if you contact me on the weekend, I will reply until the next day of business (i.e., Monday), as I, too, have to take a break.

Announcements: I will send weekly communications through the Announcement tool in Blackboard. Please check your UTEP email often for that is where Blackboard announcements are sent instantly. You can also read my announcements by going to "Announcements" on Blackboard's left-side menu.

Virtual Office Hours: There are no set hours, so please schedule an appointment through email with at least one week of notice, and state your preference (virtual or in-person). The best time for me to meet in campus is on Mondays after 1:30 pm, when I finish teaching.

Assignment Feedback: I will give you feedback on your assignments by using Blackboard and/or Vocaroo, a voice-recording website. I provide personalized input to help you reach your creative goals, so please make sure to read and/or listen my comments. My response time for grading and feedback is within 1 week for short assignments and up to 2 weeks for longer assignments.

COVID-19 Precautions: Please stay home if you have been diagnosed with COVID-19 or are experiencing COVID-19 symptoms. If you are feeling unwell, please let me know as soon as possible, so that we can work on appropriate accommodations. If you have tested positive for COVID-19, you are encouraged to report your result to covidaction@utep.edu so that the Dean of Students Office can provide you with support and help with communication with your professors. The Student Health Center is equipped to provide COVID-19 testing.

Late Work: Most assignments are due by 10:30 am on Mondays. Exceptions to this includes:

- ICA 1: due by the end of class on Wednesday, February 2.
- Copy of your poem for Class Workshops: due on Friday, March 30 by midnight.
- Final Portfolio and Individual Video: due on Wednesday, May 10 by midnight.



I will only accept late work on a case-by-case basis, and only if the student contacts me at least 24 hours before or after the assignment deadline. Please keep in mind that technology is fallible, like all things man made. For this reason, avoid posting or uploading assignments at the last minute. As stated previously, if you encounter technological issues, please contact UTEP's [Help Desk](#) as soon as possible. If the issue is not fixed, then email the assignment as an attachment to anarvaez2@utep.edu to protect your grade.

Withdrawals: Each semester has a drop date beyond which an instructor can no longer drop a student with a "W." Students who fail to fulfill assignments after the drop date must necessarily receive an "F." However, in the event of

exceptional circumstances, and with the approval of the instructor of the course and the academic dean, a grade of “W” may be obtained. The student is responsible for supplying written documentation to support the request for a “W.” Acceptable reasons for a “W” include: personal or family emergencies, death of a family member, military leave, or an exceptional work schedule that prevents you from completing the course. Before you decide to withdraw from the course, please contact your academic advisor to discuss this option, and don’t hesitate to contact me as well for input.

The responsibility to withdraw from the course is yours; I will not automatically withdraw you if your performance is unsatisfactory. Please notify me as soon as possible if you encounter extraordinary circumstances that affect your ability to attend class. **Course drop deadline is Thursday, March 30, 2023.**

Format: All assignments will be turned in through Blackboard in 12-point Times New Roman or a font of similar size, and with your name and title of your poem on the upper left corner. You may use single or double space for your poems (we’ll discuss why this is important). When naming files, I suggest you follow the following to keep track of your assignments: first name_CRW 3372_ICA 1. For example: Alessandra_CRW3372_ICA 1.

Please note that while assignments will be submitted electronically, I will request a print copy of some assignments to ease physical discomforts associated with the use of the computer screen and keyboard. I ask for your understanding. In turn, I understand printing credits are limited (more importantly, our tree population is being decimated), so I will limit this request as much as possible. There will be a combination of icons— —at the bottom of ICAs to notify you of this requirement

Quality: While this is a writing class where creative pieces are produced, and credit is given for turning these and other assignments on time, evident lack of effort and/or failure to follow guidelines will affect your grade.

Workshop Etiquette: You should take the literary critic role seriously, as your classmates’ poems are highly personal pieces that deserve your careful reading, time and respect. If these are observed, then the critique of your work should never be taken personally. I will keep an eye on overly negative, aggressive critique, which is quite a rare occurrence, so please enjoy sharing your work and receiving feedback.

Netiquette: Your conduct during class should always be respectful and professional towards your instructor and classmates alike. For that reason, a professional tone should extend to *all* the writing you do for this class (posts and emails included). Therefore, please consider the template below when addressing me or your classmates through email or Blackboard, and don’t forget to include a subject when writing an email.

Hello or Dear [name of recipient; address me as Alessandra or Professor/Ms. Narváez Varela],

Write the content of your email here. Make sure you proofread for proper spelling, grammar, and punctuation. Try to use formal, professional language.

Sincerely or Best [the sign off is up to you as long as you signal it is the end of your message],

Creative Writing Undergraduate Advising and Resources Webpage: Click [here](#) to find information about registration, advising, Wellness and Support Services, as well as Health and Covid-Related Services.

Calendar

This calendar is subject to change. Attend class and check Blackboard for changes of readings or due dates.

Reading key: **BB**=Blackboard; **ICA**=In-Class Assignment

Week 1: Welcome!

Wed 1/18	CRW 3372's Meet and Greet Read Syllabus Explore Blackboard
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Week 2: Does poetry matter? & How do you read poetry?

Due by Mon 1/23 @ 10:30 am	<ul style="list-style-type: none"> o RJ 1 BB (Blackboard) o Syllabus Scavenger Hunt o Extra Credit <p>To find these assignments: Go to Blackboard> Weeks> Week 2</p>
Mon 1/23	Read "Poetry: Who Needs It?" (William Logan) "Does Poetry Matter?: Room for Debate" (NYT; various poets) "Poetry" (Marianne More)
Wed 1/25	"Literalists of the Imagination" (Matthew Zapruder) "How to Read a Poem" (Edward Hirsch) "It Was the Animals" (Natalie Diaz)

Week 3: What is political poetry?

Due by Mon 1/30 @ 10:30 am	RJ 2 BB
Mon 1/30	Read "Poetry Like Bread: Poets of the Political Imagination" & "Ode to a Soccer Ball Sailing Over a Barbed-Wire Fence" (Martín Espada) "Poetry Is Not a Luxury" & "Power" (Audre Lorde) Consider Social/political topic to explore throughout semester.
Wed 2/1	Read "The Body Politic" (Steve Kowit) Bring Published poem relating to one of topics you want to explore. (UPLOAD poem to Blackboard before class) Prepare To discuss poem in small groups Submit ICA 1 (end of class)

Week 4: "Awful" Poems & The Balance of Imagist and Abstract Language	
Mon 2/6	Read "Awful Poems" (Steve Kowitz) "Images" (Kim Addonizio and Dorianne Laux) "This Craft of Verse: Metaphor" (Jorge Luis Borges) Prepare RJ 3 TK
Wed 2/8	Read "Dim Lady," "We Are Not Responsible" and "Elliptical" (Haryette Mullen)
Week 5: Can political poetry be about love? Can it incorporate play?	
Due by Mon 2/13 @ 10:30 am	<ul style="list-style-type: none"> o ICA 2 o RJ 4 BB
Mon 2/13	Read "KR Talk: Jericho Brown" "Prayer of the Backhanded" (Jericho Brown) "Paramour" (Rosa Alcalá) Watch "Skinhead" (Patricia Smith)
Wed 2/15	Read "Microaggression Bingo" & "Map Home" (Fatima Asghar)
Week 6: Connection and disconnection: Poems & Songs	
Due by Mon 2/20 @ 10:30 am	ICA 3
Mon 2/20	Read Prosody handout "Line Breaks" (Steve Kowitz) "Sagas of the Accidental Death (September 14, 2013)" (Patricia Smith) in conversation with "This is America" (Childish Gambino) "Sinner" (Aldo Amparán) in conversation with "Take Me to Church" (Hozier) Prepare RJ 5 TK
Wed 2/22	Read "Citizen Illegal" & "My Mom Texts Me for the Millionth Time" (José Olivarez) "Self Portrait Without Stitches" & "Profanity" (Safia Elhillo) Prepare To experiment with the music of your poem.
Week 7: Student Presentations	
Due by Mon 2/27 @ 10:30 am	<ul style="list-style-type: none"> o ICA 4 o RJ 6 TK (presentation=credit)
Mon 2/27	Prepare To discuss your prosodic experiments and decisions.

Mon 3/27	Workshop Rules & Guidelines: Class Discussion
Wed 3/29	Small Group Workshop: oral feedback only
Thurs 3/30	Course Drop Deadline
Due on Fri 3/31 @ 11:59 pm	Poem for Class Workshop
Week 11: Class Workshop	
Mon 4/3	Class Workshop: 3 poems
Wed 4/5	Class Workshop: 3 poems
Week 12: Class Workshop	
Due by Mon 4/10 @ 10:30 am	Feedback
Mon 4/10	Class Workshop: 3 poems
Wed 4/12	Class Workshop: 4 poems
Week 13: Class Workshop	
Due by Mon 4/17 @ 10:30 am	Feedback
Mon 4/17	Class Workshop: 3 poems
Wed 4/19	Class Workshop: 3 poems
Week 14	
Due by Mon 4/24 @ 10:30 am	Feedback
Mon 4/24 & Wed 2/26	Mental Health + Writing Week 😊
	Resources for RJ 10 BB + Mon 5/1 Discussion "Scissors & Gluesticks: Re-Visioning the Poem" (Laurie Kutichins) "Two Wrongs Make a Right: Revision through Recycling" (Scott Wiggerman) "Shapeshifting Poems: The Power of Transformation" (Lisa D. Chávez)
Week 15: Revision + Final Portfolio+ Class Debrief	
Due by Mon 5/1 @ 10:30 am	RJ 10 BB
Mon 5/1	Prepare to discuss 1. Revision lessons + challenges + plan with small group 2. Final Portfolio
Wed 5/3	Debrief & Goodbye Poetry Factory 10.0
Congratulations! You made it this far 😊 	
For Syllabus Scavenger Hunt Last Question due Mon 1/23 by 10:30 am 	
What did the chair say when it left the room? SILLA! Some bilingual humor for you: silla (chair) sounds very similar to see ya!	
Week 16:	
Final Portfolio due Wednesday, May 10 at 11:59 PM	

