



ENGLISH 204A, Creative Writing–Fiction

3 Credits (CRN 62233)

INSTRUCTOR: Susan St John
OFFICE: <https://zoom.us/my/stjohn96744>
OFFICE HOURS: Please email or message me through Laulima for a conference date and time.
TELEPHONE: (808) 236-9226
EMAIL: susankcl@hawaii.edu
I check my email once a day, Monday through Friday. Please allow 24 hours for a response.
EFFECTIVE DATE: Spring 2024

WINDWARD COMMUNITY COLLEGE MISSION STATEMENT

Windward Community College offers innovative programs in the arts and sciences and opportunities to gain knowledge and understanding of Hawai‘i and its unique heritage. With a special commitment to support the access and educational needs of Native Hawaiians, we provide the Ko‘olau region of O‘ahu and beyond with liberal arts, career and lifelong learning in a supportive and challenging environment — inspiring students to excellence.

‘O keia ka wā kūpono e ho‘onui ai ka ‘ike me ka ho‘omaopopo i kō Hawai‘i mau ho‘oilina waiwai. Aia nō ho‘i ma ke Kulanui Kaiāulu o ke Ko‘olau nā papahana hou o nā ‘ike ‘akeakamai a me nā hana no‘eau. Me ke kuleana ko‘iko‘i e ho‘ohiki ke Kulanui e kāko‘o a e ho‘okumu i ala e hiki kē kōkua i ka ho‘onui ‘ike a nā kānaka maoli. Na mākou nō e ho‘olako, kāko‘o a paipai i nā Ko‘olau a kō O‘ahu a‘e me nā hana no‘eau ākea, ka ho‘ona‘auao ‘oihana a me ka ho‘onui ‘ike ma ke kaiāulu— hō‘a‘ano a e ho‘oulu i nā haumāna i ka po‘okela.

CATALOG DESCRIPTION

English 204A Introduction to Creative Writing (fiction) introduces students to the basic practices and principles involved in the writing and publication of short stories and novels.

Pre-Requisite(s): A grade of “C” or better in ENG 100.

Recommended Preparation: Students should possess a strong foundation in grammar and punctuation; ideally, students will know MLA writing styles.



OTHER REQUIRED ACTIVITIES OUTSIDE OF CLASS

1. Two 15 minute mandatory conferences with instructor. The first meeting takes place within the first 3 weeks, and the second meeting will be in the middle of the semester. Please sign up in [Star Balance](https://star.hawaii.edu/appointment/login.jsp). (<https://star.hawaii.edu/appointment/login.jsp>)
2. Type and upload finished assignments to Laulima or Google Assignments. This means that you either have access to a desktop or laptop and an Internet connection, or that you schedule time to complete your assignments on campus.

STUDENT LEARNING OUTCOMES

Students will:

1. View the world as a writer, with an eye for detail and an ear for dialogue.
2. Exercise the imagination as a tool for creation.
3. Write short stories or novels.
4. Submit writing for publication.
5. Gain and deliver useful writing feedback.

WRITING INTENSIVE HALLMARKS

The hallmarks of a writing intensive course are:

1. **W1.** The class uses writing to promote the learning of course materials.
2. **W2.** The class provides interaction between the instructor and students while students do assigned writing.
3. **W3.** Written assignments contribute significantly to each student's course grade.
4. **W4.** The class requires students to do a substantial amount of writing—a minimum of 4,000 words, or about 16 pages.
5. **W5.** To allow for meaningful professor-student interaction on each student's writing, the class is restricted to 20 students.

COURSE CONTENT

Here are a few of the skills that we will practice:

1. Developing a writing practice
2. Expressing character through dialogue, action, reaction or response, inner thought
3. Developing plot through character development
4. Moving the narrative from point A to point B
5. Using setting as a character or plot device
6. Using all five senses in your narrative



7. Choosing point of view, and other literary devices such as diction, verb tenses, syntax
8. Giving and receiving meaningful feedback

COURSE UNITS

Weeks	Title	Readings
1 & 2	Setting Up Reader Expectations Character	"The Hitchhiking Game"
3 & 4	Character Driven Plot Character Foils Point of View: First Person	"The Shape of Stories" "Feathers" "A Tiny Feast"
5 & 6	Setting and the Five Senses The Spiraling Description, The Expanded Moment	"Clementine, Carmelita, Dog" "The Stone Boy" "Bullet in the Brain"
7 & 8	Workshop Subtext Description by a Character	"Mothers, Lock Up Your Daughters for they are Terrifying"
9 & 10	Point of View Suspense	"For Esme: With Love"
11 & 12	Workshop	"Feeders and Eaters"
13 & 14	Dialogue	"Reunion"
15 & 16	Workshop	

LEARNING RESOURCES

1. English 204A Class Readings. *This is provided as handouts or online.*
2. Workshop: Three times this semester, you will be responsible for making sure that copies of your written work are printed and distributed to your classmates and the instructor. If you miss the "Susan will make free copies" deadline, you will have to go to your friendly neighborhood copy center and pay for those copies yourself.
3. Please also bring patience, creativity and cooperative respect to each class!



COURSE TASKS

Writing and Revision. You will write a series of pieces and at least one longer story. You will revise your major assignments with feedback from the instructor, workshop, or Writing Lab tutors. By the end of the term, these stories and pieces will total 4,000 words or 16 pages.

At the end of the semester, you will compose a writer's statement, or a self-assessment of your learning throughout the term.

Written assignments also include informal writing assignments such as Laulima posts.

Reading. This course requires close reading of assigned stories, preparation for online and classroom discussions, and understanding written instructions.

Peer Review. It's important to have an audience for your writing—readers help us clarify and hone our work. During our weekly sessions, you can share your writing with your peers and respond constructively to their work. Given the public nature of the work you do in this class, please *avoid writing anything in any of your assignments that you are unwilling to share*.

Conferences. Students who come in for individual conferences usually do better in the class. You can schedule an appointment with me through Star Balance. You can also ask during a class session or through email for an appointment time. Please bring a piece of writing to your conference. *At least two conferences are mandatory.*

Maintain Communication: Please check your Hawaii.edu email daily, as this is how I send reminders and communicate with each of you.

ASSIGNMENT POLICY

Complete your assignments on time. Growth as a writer requires steady and consistent effort. Work completed on schedule gives me time to read and respond to your work so that you can make revisions.

Life happens in spite of our best intentions to stay on track. You will have three “No Questions Asked” coupons that enable you to make-up an assignment or exam **up to two weeks past the due date**. After you use all three coupons, late assignments will automatically get a zero. Sorry—you can't transfer your coupons to another student or cash them in for extra points at the end of the term. These coupons expire two weeks before the last instructional day of the term.

Demonstrate your best writing ability on all of your assignments. All of your writing—including Laulima posts, peer reviews, and emails—should demonstrate your best



writing ability. Proofread for typos and grammatical errors, and please avoid abbreviations or texting codes.

Put Papers in MLA Format. Please type and format your papers according to [MLA standards](#): double-spaced and 12 point, Times New Roman font.

Use the heading below on all submitted assignments.

Your Last Name 1

Your full name

St. John/ ENG 204B

Assignment title

Word Count:

Date:

NOTES ON MAJOR ASSIGNMENTS

You can always edit a bad page. You can't edit a blank page.

Writer Jodi Picoult

Feedback from Tutor.com or Writing Lab:

- Please submit three of your writing assignments to Tutor.com, or visit the WCC writing lab for a 40 minute session, and make the changes they recommend (unless, of course, you feel that they misunderstood the assignment.)
 - Allow at least 24 hours for Tutor.com to give you feedback.
- Upload your Tutor.com feedback to Google assignments. If you visited the Writing Lab, please remind them to send me a confirmation email.
- Write a note to me (one paragraph) at the bottom of your assignment. Tell me what you like about your piece, what you struggled with, what you would like help with, or anything that you would like me to pay particular attention to.

My Feedback:

- I'll provide feedback and suggestions for your next version of the assignment.
- I might suggest a spin-off or an expansion of a scene. In any case, think of revision as further exploration.
- If you are someone who gets attached to what you have already written (and we all do at some point or another) and worry about making changes, this thought might help: keep all of your drafts. In other words, don't just write over your first drafts. This way, you will be free to experiment with your work, make changes, cut things out, and generally,



just have more fun with the process because you know you have the first drafts safely saved somewhere.

STUDENT RESPONSIBILITIES

Schedule ten hours to fifteen hours each week for the course work. Most students will need ten to fifteen hours a week to complete the reading and writing exercises. Please schedule this time into your schedule, and plan to log in to the Laulima site at least 2-3 times per week.

Plan for the Unexpected. The Internet will fail, your computer will crash, or Laulima will be down the hour before an assignment is due. Count on it, and allow time for delays and tech problems.

Practice good “netiquette”. We all come to the table with differing experiences and viewpoints, which means that we have so much to learn from each other! In order to get the most out of this opportunity, it is important that we don’t shy away from differences. Rather, we should show respect for differences by seeking to understand, asking questions, clarifying our understanding, and/or respectfully explaining our own perspective. This way, everybody comes away with a new way of seeing the issue and respecting others with different values or beliefs.

If someone says or writes something that bothers you for any reason, assume that your peer did not mean to be offensive, and ask your peer to clarify what he or she meant. Then explain the impact it had on you. If your classmates tell you that something you said or wrote bothered them, assume that they are not attacking you, but rather that they are sharing something that might be important for you to know.

Contact me if you receive communication that you feel is inappropriate. Your communication with me is confidential.

Online discussions and peer feedback on written work are challenging because we have to parse meaning without hearing someone’s voice. Here are some tips for respectful online communication:

1. Avoid using all CAPS in online communication. ALL CAPS usually indicate that the writer is shouting.
2. Use correct spelling, capitalization and punctuation in *all* correspondence. Do not use “texting” language.
3. Choose your words carefully. Proofread before posting and consider how someone might misinterpret them.
4. Express differences of opinion in a polite and rational way.
5. Maintain an environment of constructive criticism when commenting on the work of other students.



6. Avoid bringing up irrelevant topics when involved in group discussions or other collaborative activities.

Be active and participate in our discussions (both online and in person). You show engagement by contributing insights or appropriate comments to the discussion.

Read the assigned materials as scheduled. The literature and background material we read provides us with the common ground to anchor our online conversations. Without that common ground, our conversations will lose its richness.

Save digital copies of all of your drafts. This material may be used for practice in revision or for conference discussion.

At the end of the course, you will write a reflection about your journey as a writer. Since you need to refer to your own writing and the revisions you made, keep all of your work so you can review them.

ASSESSMENT TASKS AND GRADING

Laulima Gradebook Category Weights

Below are the grading categories in your Laulima Gradebook. Every graded assignment is scored by points, and then these points are totaled and then weighted according to the category it is in. Please monitor your progress by checking the Laulima Gradebook regularly.

Task	Approximate Total Points	Percentage of Final Grade	Notes
Laulima Forums	150 pts	25%	6 pts for original post of 150 words <u>+4</u> pts for 2 comments to peers 10 pts total for each forum



Assignments	450	65%	<i>By the end of the term, you should have written a total of 4,000 words that have undergone at least one revision.</i>
Mandatory Conferences	50	10%	

List of Assignments

Assignment Title	Points	Minimum Word Count
Short Assignments	10-20	100-200 Words
Your Ending to the “Hitchhiker Game”	25	250 Words
Same Scene, Two or Three Points of View	75	750 Words
Spiraling Description	25	250 Words
Short Story	100	1000 Words
Letter to a Peer	50	500 Words
Writer’s Statement	50	500 Words

Final Course Grade

At the end of the semester, you will receive a letter grade on your transcript. The course grade will be based on the following percentages of total points:

- A -90% or better
- B -80% or better
- C -70% or better
- D -60% or better
- F -fails to achieve 60%



N –measurable progress and regular attendance, but doesn’t meet course SLOs

W –official withdrawal through the registrar by deadline

HOW TO GET HELP.

Everyone needs a little help now and then. The best time to ask for help is *before* you really need it. Here are some resources:

Academic Support Services (*for help with coursework*)

- **Instructor.** I am available to help you by phone, through Zoom, or by email. You can schedule a conference by scheduling through Star Balance or emailing me at susankcl@hawaii.edu.
- **Tutoring Support**
 1. [WCC Writing Lab](#)
 2. WCC Librarians:
To schedule an appointment, call: 808-235-7436
Email: wcclib@hawaii.edu
 3. [Tutor.com](#) (You need to use this link to get to the free WCC subscription)
 4. [Online Learning Academy](#)

Technical Support Services

- **ITS Help Desk**
 - Phone: (808) 956-8883 (or toll free at 1-800- 558-2669 from the neighbor islands)
 - Email: help@hawaii.edu
 - Phone and email support is available 24 hours a day, 7 days a week and open during all holidays
- [Laulima Assistance Form](#) – Click on the link at the bottom of any Laulima Page to request assistance. Fill out the online form to submit a question; you will get an answer via email.

COLLEGE POLICIES

Dropping a Class. The last day to withdraw without a “W” grade is January 31, 2024. The last day to withdraw from class with a “W” grade is March 22, 2024. If you stop participating in class and neglect to officially drop it, you will receive a failing grade.



DISABILITIES ACCOMMODATIONS

If you have a physical, sensory, health, cognitive, or mental health disability that could limit your ability to fully participate in this class, you are encouraged to contact the Accessibility Counselor to discuss reasonable accommodations that will help you succeed in this class.

Jodi Asato, Disabilities Counselor
Phone: 808-235-7472
Email: jodiaka@hawaii.edu
Office: Hale Kako'o 105

SEX DISCRIMINATION AND GENDER-BASED VIOLENCE RESOURCES (TITLE IX)

Windward Community College is committed to providing a learning, working, and living environment that promotes personal integrity, civility, and mutual respect and is free of all forms of sex discrimination and gender-based violence, including sexual assault, sexual harassment, gender-based harassment, domestic violence, dating violence, and stalking.

If you or someone you know is experiencing any of these, WCC has staff and resources to support and assist you. To report an incident of sex discrimination or gender-based violence, as well as receive information and support, please contact one of the following:

Leslie Cabingabang, UH System Confidential Advocate
Phone/Text: (808) 348-0432 or (808) 341-0952
Email: advocate@hawaii.edu
Office: Hale Kāko'o 107 (Wednesdays)

Kaahu Alo, Student Life Counselor & Designated Confidential* Advocate for Students
Phone: (808) 235-7354
Email: kaahualo@hawaii.edu
Office: Hale 'Ākoakoa 232
**confidentiality is limited*

Desrae Kahale, Mental Health Counselor & Confidential Resource
Phone: (808) 235-7393
Email: dkahale3@hawaii.edu
Office: Hale Kāko'o 101

Mykie Ozo-Aglugub, Title IX Coordinator/Confidential Advocate
Phone: 808-235-7468
Email: mozoa@hawaii.edu
Office: Hale Kako'o 109



As a member of the University faculty, I am required to immediately report any incident of sex discrimination or gender-based violence to the campus Title IX Coordinator. Although the Title IX Coordinator and I cannot guarantee confidentiality, you will still have options about how your case will be handled. My goal is to make sure you are aware of the range of options available to you and have access to the resources and support you need.

For more information regarding sex discrimination and gender-based violence, the University's Title IX resources and the University's Policy, Interim EP 1.204, go to manoa.hawaii.edu/titleix/

ACADEMIC INTEGRITY

Academic honesty is required of all students, and you are responsible for the content and integrity of all work you submit. Each student is responsible for understanding and following campus policies on academic honesty. Refer to the college catalog for more information. You will be guilty of cheating if you:

- Submit or claim the work of others as your own (plagiarism).
- Use or obtain unauthorized assistance in any academic work, including AI.
- Give unauthorized assistance to other students.
- Modify a submitted examination or assignment for the purpose of obtaining additional credit.
- Misrepresent the content of submitted work.
- Turn in work that you completed for another term or for another course.

In some of your essays, you need to cite your sources, and synthesize ideas into something that is new and your own. The work of others should be explicitly indicated. For example, use quote marks or summarize with a reference to the original author. If you have any questions about collaborative work, plagiarism, using ChatGPT, or any other issues related to academic honesty, please ask me.

Students who commit an act of academic dishonesty, such as cheating or plagiarism, will receive a failing grade for the compromised assignments.

All cases of academic dishonesty are referred to the Vice Chancellor for Student Affairs.

ALTERNATE CONTACT INFORMATION

If you are unable to contact the instructor, have questions that your instructor cannot answer, or for any other issues, please contact the Academic Affairs Office:

- Location: Alaka'i 121
- Phone: (808) 235-7422