UN 2001: Revisions—Written, Oral, and Visual Communication  
Fall 2007 - Section 5

Class
Time: MWF 10:05-10:55 a.m.  
Location: Walker (Bldg. 11), Rm. 144  
Website: http://www.hu.mtu/-cmlong/

Instructor
Name: Carly Long  
Email: cmlong@mtu.edu  
Office: Walker (Bldg. 11), Rm. 149  
Phone: (906) 487-3280  
Office Hours: MW 11 a.m.-12 p.m. and by appt.

Required Texts
George, Diana and John Trimbur. Reading Culture: Contexts for Critical Reading and Writing.  
Williams, Robin. The Non-Designer's Design Book: Design and Typographic Principles for  
Additional readings posted on the class website, sent to class listserv, or distributed in class.

Course Description
Communication is an essential part of life. We communicate to express ourselves; to purchase  
our groceries and stamps; to interact with friends, family, fellow students, instructors, coworkers,  
and supervisors; and to exercise our rights as a citizen. Whether in day-to-day life, during  
your university experience, or throughout your chosen career, Revisions will provide practical  
knowledge for your future endeavors. In this course, we will explore various expressions of  
written, oral, and visual communication. We will utilize these modes of communication to better  
understand ourselves as individuals and as members of our community and our world. Revisions  
emphasizes the significance of thorough research, careful analysis, and critical reasoning within  
our own communication and pays particular attention to the process involved in the creation of  
effective expressions of written, oral, and visual communication.

Course Objectives
After successfully completing this course, you should be able to  
• apply basic principles of effective written, oral, and visual forms of communication.  
• analyze and critique your own and others’ written, oral, and visual communication strategies.  
• demonstrate an understanding of rhetorical elements such as, audience, purpose, and context.  
• recognize and apply various ethical (ethos), logical (logos), and emotional (pathos) appeals.  
• work effectively on your own, with partners, and in groups.  
• express an understanding of and sensitivity to the diversity of the human experience.

Course Structure
This course integrates text readings, class discussion, informal and formal writing and presentation  
assignments, peer review and evaluation, self-reflection, and collaborative work. This demands  
active participation—i.e., consistent attendance, regular engagement in class discussions, and  
sustained attention to the assigned readings.
Course Work

**Project #1**
You will create a poster that explores the role of communication in your field or future career.

**Project #2**
You will write and submit a letter to the editor of a local newspaper.

**Project #3**
You will write a 5-7 page rhetorical analysis of a particular film.

**Project #4**
You will collaborate with a group to create a brochure and zine that address and argue for/against an issue that concerns us as world citizens.

**Informal Assignments**
You will respond to prompts, lead a discussion session, and complete other homework assignments.

**Anonymous Portfolio**
You will submit an 8 1/2 x 11 3-ring binder with a clear cover and a number of tabs to divide a representative sample of your work into your portfolio appropriately.

**Participation**
You will receive credit for thoughtfully engaging in classroom discussion and activities.

***I reserve the right to revise the syllabus to better serve students' needs.

**Grading**
You must complete all of the course work to earn a passing grade in this course. There are a total of 1000 available points.

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<tr>
<th>Project</th>
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<th>Grade</th>
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<td>Informal Assignments</td>
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<td>Anonymous Portfolio</td>
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**Attendance/Tardy**
You are expected to attend and be on time for all class sessions. Unexcused absences in excess of 3 may compromise your successful completion of this course. If you must be absent, discuss the situation with me ahead of time and be prepared to make-up missed work. If you are not in class when attendance is taken, you will be considered absent. It is your responsibility to inform me directly after class if you were tardy. After you have accumulated three tardies, I will record an absence for each subsequent late arrival.

**Late Work**
You are expected to turn in all work on time. I will only accept late work within one week of the original due date and it will be ineligible for full credit.

**Technology**
When in the classroom, you are expected to turn all electronic devices off. These include cell phones, pagers, MP3 players, CD players, laptops, digital planners, or any other devices that may be invented during the semester or I am unaware of. The use of any electronic device, including text messaging, during class is disruptive and inappropriate and will not be tolerated.
Safe and Inclusive Environment
In order to create a space for optimal learning, class communication should not be derogatory or gender specific. You should avoid derogatory comments based on race, religion, ethnicity, national origin, age, ability, sex, sexual orientation, and socio-economic status. You should use gender-neutral language.

Michigan Technological University Academic Policy Statements

Academic Integrity
Plagiarism and cheating are serious academic offenses. They are defined by this policy as: “knowingly copying another's work or ideas and calling them one's own or not giving proper credit or citation,” and this policy covers copying sections or entire papers from printed or electronic sources, as well as handing in papers written by students for other classes or purchasing academic papers. Plagiarism and cheating are not only dishonest but also cheat you out of learning, the prime reason you are here. If you ever have questions about this issue, please talk with me or consult a coach in the Writing Center (487-2007).

Discrimination and Harassment
MTU complies with all federal and state laws and regulations regarding discrimination, including the Americans with Disabilities Act (ADA) of 1990. If you have a disability and need reasonable accommodation for equal access to education and services at MTU, please call Dr. Gloria Melton, Dean of Students (gbmelton@mtu.edu or 487-2212). For other concerns about discrimination, you may contact your advisor, department chair or the Affirmative Action Office (487-3310).