

Writing Designation

Number of Sections per Academic Year

Enrollment per Section (Avg.)

Are the graded writing assignments evaluated by any assistants (i.e., GATs or undergraduates)?

Who will evaluate them **(meaning the writing assignments)?**

If you are working with assistants (graduate or undergraduate included), briefly explain how you will monitor and supervise their work and what roles they will play in the teaching of writing.

All syllabi should contain one of the following statements. Select the statement that applies to your course.

Pick a syllabus statement:

1. To pass this course, you must pass the writing components. [NOTE: In this case the student will receive a failing grade.]
2. To receive W credit for this course, you must pass the writing components.[NOTE: In this case the section number would be changed from a 900 to a 500, so the student would pass the course but would not receive W credit.]

List all graded writing assignments along with the approximate word count of each. (Note that for most 12-point fonts there are about 250 words on a page if double-spaced and 500 if single-spaced.) In addition, list the percentage of the final grade each assignment represents.

Writing Assignment	Word count	% of final grade	Collaborative?
Name of assignment (clarify its relation to course content)			

Add word count of each graded writing assignment and put total word count here.

Add the percentage of final grade based on writing and put the total percentage here

Explain how collaboration is monitored to ensure equal participation.

Describe the formative feedback provided on student writing, especially on major assignments.

Describe how you provide writing instruction.

Additional Comments