

Driftwood

WRI 216 Creative Arts Journal Workshop

Point Loma Nazarene University

Spring 2019

1 credit hour

Prerequisite: Writing 110 or instructor's approval

Professor/Advisor: Dr. Katie Manning

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Objectives: to produce, promote, and distribute a scholarly, professional literary journal that complements the mission of PLNU while providing students with the opportunity to be involved in, and directly responsible for, each step in the production of *Driftwood* 2019. Spring semester students will learn aspects of literary magazine production and distribution through hands-on work experience.

OFFICIAL COURSE LEARNING OBJECTIVES: *Students who complete WRI 216 will be able to*

1. Produce a professional literary journal that complements the mission of PLNU.
2. Engage aspects of editing and publishing through evaluation of works submitted for publication.
3. Collaborate with others to accomplish the shared task of bringing a publication to completion.
4. Develop a greater understanding of the issues faced by Christian writers and artists; ensure a means of student expression and publication on the PLNU campus.

Activities: Due to the workshop orientation of this course, learning will evolve from hands-on activity in all aspects of producing a literary journal, including organization, publicity, reading, selecting entries, copy-editing, marketing, sales, and other activities required and/or sponsored by *Driftwood* 2019. Guidance, direction, and leadership will be provided by the professor/advisor and editors.

General Expectations and Attendance Policy: Weekly, one-hour, full-staff meetings and/or editorial staff meetings will be held during class and by arrangement. Students are entitled to one absence per semester; further absences will lower the course grade. Three absences may result in de-enrollment. The only "excused" absences are for Provost-approved activities. **IT IS EXTREMELY IMPORTANT THAT STUDENTS MAKE ALL CLASS AND STAFF MEETINGS.** Call/email the editor and the professor **IN ADVANCE** if you are not able to attend a meeting.

Organizational Flow: Staff members are responsible for completing assigned tasks on schedule. Self-motivation at staff level is the keys to the publication's success. Problems and concerns should be reported ASAP to committee chairs or to the editors or advisor if committee chairs are unavailable.

Committee chairs need to stay in close regular contact with the editors, who have authority to organize committees, appoint committee chairs, assign miscellaneous tasks, schedule meetings, and make policy decisions in consultation with the advisor. The advisor will be responsible for all funds disbursement and course grades and will advise the editors on major policy and organizational decisions.

Evaluation: Letter grades will be based on attendance, initiative, participation in class and outside activities, meeting sales shift responsibilities, and completion of other assignments.

WRI 216 / DRIFTWOOD STAFF INFORMATION

CLASS GUIDELINES

Please exhibit professionalism at all times in class. Do not text, tweet, email, use Facebook or Instagram, read outside materials, do work from other classes, or any personal writing while this class is in session. If you don't know what you should be doing, ask an editor. Please do not hold private conversations during class discussions, while the professor or one of the editors is talking to the class, or while someone is asking a question. Whispering is also distracting. Avoid doing anything else that is obviously disruptive to other students or distracting to the editors when they are addressing the class.

Driftwood Staff Responsibilities:

- Actively encouraging sales: class visits, department visits, word-of-mouth
- Working a weekly one-hour outside-of-class shift to sell *Driftwood*
- Designing posters for *Driftwood* sales and the awards ceremony
- Working on committees for the awards ceremony: set-up, food, decorations, tear-down, multimedia
- Selling 5 copies of *Driftwood* outside of sales shift

Time commitment: average of 3 to 6 hours per week in and out of class

Driftwood Lesson Plan—Tentative Schedule 2018-2019 School Year, Spring Semester

Week 1	Welcome! Review Syllabus Sign up for ad sale shifts starting Monday (1/14) Introduce info for ad posters—email finished posters to us by Friday (1/11)
Week 2	Deliver <i>Driftwoods</i> to DBS, judges, & ad placers Quality control—check <i>Driftwood</i> copies Get into awards committees, plan for the awards ceremony, sales
Week 3	Notify contributors, begin sales
Week 4	Sales & Plan for awards ceremony
Week 5	Sales & Finalize details for awards ceremony
Week 6	Sales and Tentative awards ceremony week
Week 7	Publicity, Promotion, Catch up on sales, etc.
Week 8	Catch up on sales, etc.
Week 9	No class—Spring Break
Week 10	Publicity, Promotion, Catch up on sales, etc.
Week 11	Publicity, Promotion, Catch up on sales, etc.
Week 12	Publicity, Promotion, Catch up on sales, begin planning for next year
Week 13	Publicity, Promotion, Catch up on sales, etc.
Week 14	Publicity, Promotion, Catch up on sales, etc.
Week 15	Finals Week. Final exam will be the same time as the regular class meeting

Spring Assignment Grid

Complete the following tasks in order to receive a good grade in the class.

	Sale-seeking assignment: Visit a department on campus. Speak to the department head, sell books to professors, present a quick request in front of at least one class, and hang department-specific posters.
	Sales shift: 1-2 hours per week starting when <i>Driftwood</i> is printed and ending when we sell out. Set up a table outside of the cafeteria and sell to professors, students, and visitors.
	Awards Ceremony committee: Serve on one of the awards ceremony committees and facilitate between staff meetings—live music, readings, refreshments, venue and equipment, advertising. Show up for setup/breakdown.
	Personal Sales: Sell at least five <i>Driftwoods</i> outside of sales shifts and class meetings.
	Participation: Show up to every class session on time and prepared.

OFFICIAL POLICY STATEMENTS FROM PLNU ADMINISTRATION AND THE LJWL DEPARTMENT

PLNU Mission Statement: To Teach ~ To Shape ~ To Send

Point Loma Nazarene University exists to provide higher education in a vital Christian community where minds are engaged and challenged, character is modeled and formed, and service becomes an expression of faith. Being of Wesleyan heritage, we aspire to be a learning community where grace is foundational, truth is pursued, and holiness is a way of life.

WRITING PROGRAM LEARNING OUTCOMES

Students who complete the WRITING program will be able to:

1. Apply artistry and advanced skills in various forms and genres of writing.
2. Demonstrate knowledge of the conventions and terminology of various forms and genres of writing.
3. Engage in writing and editorial processes in a professional environment.
4. Present written work to live audiences, demonstrating strategies for audience engagement and oral communication.

Official Message from the Vice-Provost on course attendance and changes in registration: *It is the student's responsibility to maintain his/her class schedule. Should the need arise to drop this course (personal emergencies, poor performance, etc.), the student has the responsibility to follow through (provided the drop date meets the stated calendar deadline established by the university), not the instructor. Simply ceasing to attend this course or failing to follow through to arrange for a change of registration (drop/add) may easily result in a grade of F on the official transcript.*

OFFICIAL ACADEMIC ACCOMMODATIONS STATEMENT

While all students are expected to meet the minimum academic standards for completion of this course as established by the instructor, students with disabilities may require academic accommodations. At Point Loma Nazarene University, students requesting academic accommodations must file documentation with the Disability Resource Center (DRC), located in the Bond Academic Center. Once the student files documentation, the Disability Resource Center will contact the student's instructors and provide written recommendations for reasonable and appropriate accommodations to meet the individual learning needs of the student. This policy assists the University in its commitment to full compliance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities (ADA) Act of 1990, and ADA Amendments Act of 2008, all of which prohibit discrimination against students with disabilities and guarantee all qualified students equal access to and benefits of PLNU programs and activities."

Official Public Discourse Statement: *"Much of the work we will do in this class is cooperative, by nature of the class discussions and general feedback given to written work and/projects; thus you should think of all your writing and speaking for and in class as public, not private, discourse. By continuing in this class, you acknowledge that your work will be viewed by others in the class."*

Official FERPA Statement: "In compliance with federal law, neither PLNU student ID nor social security number should be used in publicly posted grades or returned sets of assignments without student written permission. This class will meet the federal requirements by (each faculty member choose one strategy to use: distributing all grades and papers individually; requesting and filing written student permission; or assigning each student a unique class ID number not identifiable on the alphabetic roster.). Also in compliance with FERPA, you will be the only person given information about your progress in this class unless you have designated others to receive it in the 'Information Release' section of the student portal. See 'Policy Statements' in the undergrad student catalog."

Official PLNU COPYRIGHT POLICY

Point Loma Nazarene University, as a non-profit educational institution, is entitled by law to use materials protected by the US Copyright Act for classroom education. Any use of those materials outside the class may violate the law.