**Course Description:**

Welcome to Creative Writing! I have designed this course to inspire and cultivate your creativity while honing your writing skills across various genres, including fiction, poetry, creative non-fiction, and drama. We will have a series of lessons, writing exercises, and workshops, that enable you to explore different aspects of creative writing. By the end of the course, we will have developed your unique voice and produced a diverse portfolio of written work. My priority is to create a supportive environment where you can experiment, share your work, and grow as a writer.

**Class Expectations:**

* Be Respectful- to your teacher, peers, and materials.
* Be Responsible- turn in assignments and work on time and know when to ask for help!
* Be Open- to new perspectives and new experiences.
* Be Engaged- in discussion and your work.

**Materials Needed:**

* Laptop
* English Composition Book
* Journo Account
	+ <https://www.journoportfolio.com/register/>?
* Pen/Pencil

**Class Procedures:**

**Submissions:**

I rely on digital platforms such as Turnitin, Teams, and our Portfolio site Journo to receive your work. Please pay close attention to the submission requirements found in the Teams assignment.

**Absences:**

It is the student’s responsibility to inquire about assignments, quizzes, and tests missed due to absence. Make-up assignments, exams, or quizzes will ***only*** be given to students with **excused** absences. **Students with unexcused absences may not make up work or assessments assigned during, or due, on the date of an unverified absence from class.** Scheduling a make-up exam, test, or quiz is the responsibility of the absent student.

**Grades:**

Creativity and expression are highly valued in this Creative Writing course however, grading will also focus on writing conventions such as grammar, punctuation, and structure. Additionally, adherence to the specific writing style we are studying is crucial as our goal is to become technically proficient in the various writing styles we will cover.

**Cell Phones:**

Cell phones are not prohibited in the classroom. I understand that our students may be expecting communication from parents or siblings. However, I do have guidelines on appropriate phone usage in my class.

Acceptable Use:

* Cellphones are either always faced up in the top left-hand corner of the desk or remain in a student’s backpack for the class period.
* Looking at, ***but not responding to***, messages during class activities.
	+ (I will indicate times when that is appropriate)
* Looking up a definition or doing quick research during class discussion
* Checking the time or utilizing timers during writing activities to pace themselves.

Unacceptable Use:

* Playing games, texting, listening to music, or using social media.
* Taking pictures/videos of other students unless designated for an activity.
* Student not putting the phone away when requested.
* Actions that may not be outlined in the unacceptable use policy but are still considered disruptive to the student’s engagement in class activities.
* Being out during exams and major assessments.
	+ Any student caught with a cell phone on during an activity where they are to be away will receive an automatic zero on that assessment/activity.
* Students are not allowed to have air pods or Bluetooth devices in their ears during class.

**Failure to comply with the cell phone policy may result in the cell phone being confiscated and returned at the end of the school day or given to the administration for a parent meeting, as well as the loss of privileges outlined in the acceptable use policy.**

**Communication:**

I value open communication, and addressing student concerns is essential for creating a positive and supportive learning environment. Therefore, please encourage students to meet with me, their teacher, to discuss any concerns about the class. Here is My policy for facilitating these conversations:

1. **Welcoming Concerns:** Students are encouraged to voice their concerns about the class, assignments, or any aspect that may affect their learning experience. We believe addressing concerns directly promotes understanding, growth, and mutual respect.
2. **Accessibility**: Though I am often available during my plan time and after school, I will provide designated opportunities for students to discuss their concerns. Students can meet with me one-on-one during these designated times to ensure focused and personalized attention.
3. **Respectful Dialogue:** The conversations about concerns will be conducted respectfully and constructively. I will actively listen, share my perspectives, and work collaboratively to find solutions or clarify any misunderstandings**,** and I expect the same courtesy in return.
4. **Confidentiality:** Student concerns will be handled with utmost confidentiality. Respecting privacy is essential to foster trust and ensure students feel comfortable discussing any issues they may have. Information shared during these conversations will only be shared with relevant parties involved in finding resolutions or improvements.
5. **Timely Responses:** I will make every effort to address student concerns in a timely manner. Depending on the nature and complexity of the problem, a resolution may require additional time. However, students can expect a response or follow-up within a reasonable timeframe to keep communication lines open.

**I am available via email M-F, 7 am to 3 pm.**

**Academic Honesty:**

**Metro’s Policy on Academic Integrity:**

* Metro has extremely high regard for academic integrity and, as such, has zero tolerance for all forms of academic dishonesty.
	+ Academic dishonesty includes but is not limited to:
		- All forms of cheating on any assessments, essays, or assignments
			* (copying, taking pictures, group chats with answers, unsanctioned collaboration, etc.)
		- Plagiarism and misappropriation of resources
		- Any other unethical academic behavior.

Any student in violation will receive no credit (zero/F letter grade), a family meeting will be scheduled, and a notation of the violation will be in the student’s school record.

* I do believe that AI can enhance student learning experiences and support the achievement of learning objectives. As such, the use of generative AI tools (e.g., ChatGPT, Grammarly assistant, etc.) is permitted for the following activities:
	+ Fine tuning research questions
	+ Finding information on a topic
	+ Checking grammar and style.
* The use of generative AI tools is not permitted in this course for the following activities:
	+ impersonating you in classroom contexts, such as by using the tool to compose discussion board prompts assigned to you or content that you put into a formal class assignment/project.
	+ Completing group work that your group has assigned to you, unless it is mutually agreed upon that you may utilize the tool, and clearly defined by the instructor which components may use such technology.
	+ Writing a draft of a writing assignment.
	+ Writing entire sentences, paragraphs, or papers to complete class assignments.
		- Students are responsible for the correct utilization of information submitted based on an AI query. Student use of AI tools must be properly documented and cited. Any assignment that is found to have used generative AI tools in unauthorized ways will be subject to disciplinary actions.
* The use of artificial intelligence (AI) tools, such as Chat GPT, has the potential for misuse. At Metro, we utilize Turnitin to disrupt plagiarism and ensure the integrity of ALL student work.
	+ Suppose it is deemed that a student has used any AI tool to complete or over-supplement their work on an assignment/project. In that case, the student will receive:
		- No credit (zero/F letter grade)
		- A family meeting will be scheduled.
		- A notation of the violation in the student’s school record.

Any academic dishonesty violation will affect recommendations written by the school for any student applying for post-secondary institutions, scholarships, and other educational programs.

**Assignment Headings:**

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| NameCourse Name and Class PeriodDue DateAssignment Name/Creative Title |

**Course Outline with Major Writing Projects**

**Introduction to Creative Writing**

* Character Development
	+ Major Project: Create a character profile and backstory
* Flash Fiction and Microfiction
	+ Major Project: Compile a collection of flash fiction pieces

**Exploring Genres and Styles**

* Creative Non-Fiction
	+ Major Project: Write a personal essay, memoir, speech
* Lyrics and Limericks
	+ Major Project: Write a song and collection of poems
* Drama and Scriptwriting
	+ Major Project: Write a one-act play or short screenplay

**Advanced Techniques and Projects**

* Long-Form Writing Project
	+ Major Project: Begin a novel, novella, short story, or play

**Final Projects and Showcase**

* Portfolio and Showcase Preparation
	+ Major Project: Compile an end-of-year writing portfolio for the gallery walk