

VICTORIA UNIVERSITY OF WELLINGTON
Te Whare Wānanga o te Ūpoko o te Ika a Māui



INTERNATIONAL INSTITUTE OF
MODERN LETTERS
Te Pūtahi Tuhi Auaha o te Ao

CREATIVE WRITING PROGRAMME

CREW 255 CHILDREN'S WRITING WORKSHOP
Second Trimester 2010

Staff

Course coordinator	Eirlys Hunter
Office	Room 404, 16 Waiteata Road
Ph (office)	463 6854
Ph (home)	385 9651
Email:	eirlys@xtra.co.nz

There will also be visitors from the world of writing and publishing for children.

Dates

Teaching dates:	12 July to 15 October 2010
Mid-trimester break:	23 August to 5 September 2010
Study week:	18 to 22 October 2010-05-12

Withdrawal dates

Information on withdrawals and refunds may be found at
<http://www.victoria.ac.nz/home/admisenrol/payments/withdrawalsrefunds.aspx>

Class Times

Workshops take place 4.10 – 7.00pm on Mondays in the seminar room of the International Institute of Modern Letters, Glenn Schaeffer House, 16 Wai-te-ata Road. The first workshop is on Monday 12 July 2010.

Aims and Content and course delivery

CREW 255 requires you to write, read and think critically about fictional work for children.

This is achieved by:

- Completing set writing exercises
- Discussion your own and fellow students' written work
- Providing fellow students with written feedback as required
- Keeping a reading journal
- Consistent, steady work towards your assessment folio

The aim of the writing exercises is to explore aspects of the craft of writing for children before you begin on your folio work. The exercises allow you to experiment with your writing voice and to extend your imaginative range.

Reading, thinking about, and discussing each other's writing in a workshop setting will help you to develop insight into what's possible, and what works.

By the end of the course you should have furthered your development as a writer for children and increased your awareness and understanding of the genre. You should also have gained some practical knowledge of the marketplace for children's literature.

Course Materials

The main source of course materials is the students' own work. Please note that this means that photocopying or printing will be an additional expense for you. You will need to bring **thirteen** copies of each piece of work to workshop meetings.

There is also one set text for the course, available from the Student Notes shop in the Student Union Building. For the first two weeks of trimester all undergraduate textbooks and student notes will be sold from the Memorial Theatre foyer, while postgraduate textbooks and student notes will be available from the top floor of Vicbooks in the Student Union Building, Kelburn Campus. After week two all undergraduate textbooks will be sold from Vicbooks and student notes from the Student Notes Distribution Centre on the ground floor of the Student Union Building.

Customers can order textbooks and student notes online at www.vicbooks.co.nz or can email an order or enquiry to enquiries@vicbooks.co.nz. Opening hours are 8.00 am – 6.00 pm, Monday – Friday during term time (closing at 5.00 pm in the holidays). Phone: 463 5515.

Mandatory Course requirements

You must attend all workshops, complete all the prescribed exercise work, write responses to the other students' folio workshops and keep a reading journal that you submit on the due date. If you do not meet these requirements your portfolio will not be assessed and you will automatically fail the course.

Assessment

Assessment for CREW 255 is based on the folio of writing that you submit at the end of the course. Two printed copies of your folio must be submitted on Tuesday 26th October. Your folio will be read by the workshop coordinator and by an external assessor. After assessment has been completed your reading journal and one copy of your folio will be returned to you, along with reports from the two examiners.

Please note: CREW 255 is assessed on a pass/fail basis only. If you pass the course you will receive a Grade H (Certificate Pass).

The Folio

Your folio should be between 6,000 – 9,000 words, and, unless otherwise negotiated with the course coordinator, must consist of two items, both suitable for children under the age of twelve.

The heart of the folio should be the beginning of a novel. The other piece can be chosen from the following:

- Picture book text
- Short story, suitable for the School Journal
- Play, suitable for School Journal

The Reading Journal

In addition to your portfolio of writing you must submit a reading journal of at least 3000 words. This is due on September 6th. It is mandatory to submit your reading journal in order to pass CREW 255 but the journal will not be assessed. The guidelines for the journal will be discussed in class.

Workload

CREW 255 is a 20-point undergraduate course but the workload is difficult to estimate. Full-time undergraduates should be prepared to spend about 15 hours a week on course work (including workshop time), but need to be aware that many students treat CREW 255 as a full-time undertaking. There is a lot of reading that needs to be done at a steady rate right from the first week.

Punctuality

Workshops begin promptly at 4.10 and students are expected to be in the workshop room a couple of minutes before that. Please ensure that you can meet this requirement before you accept your place.

Workshops

The first workshop is on Monday 12th July. In the first six workshops students will present exercise work for group discussion and in the second half of the semester students will present work from their folios-in-progress.

In addition, each student will be expected to make a brief presentation to the class, and give a written response to their classmates on their folio presentations.

Towards the middle of the course each student will have an individual conference with the workshop coordinator (about 30 mins). Students should aim to have planned the contents of their folio by this stage.

Class Representative

A class representative will be elected in the first class, and that person's name and contact details will be available to VUWSA, the Course Coordinator and the class. The class representative provides a communication channel to liaise with the Course Coordinator on behalf of students.

Communication of additional information

Additional information or information on changes will be conveyed to students by email to all class members.

To bring to the first workshop:

- This information
- The class reader
- 13 copies of the first exercise

Workshop Timetable 2010

Monday 12 July	Introductions, exercise 1, discussion
Monday 19 July	Exercise 2, discussion, presentation
Monday 26 July	Exercise 3, discussion, presentation
Monday 2 August	Exercise 4, discussion, presentation
Monday 9 August	Exercise 5 (half class), discussion, visitor, presentation
Monday 16 August	Exercise 5 (half class), discussion, visitor, presentation

Mid-trimester break - no meetings

Monday 6 Sept:	Exercise 6, presentation. Reading journal due
Monday 13 Sept:	Folio workshop – 3 folios
Monday 20 Sept:	Folio workshop – 3 folios
Monday 27 Sept:	Folio workshop – 3 folios
Monday 4 Oct	Folio workshop – 3 folios
Monday 11 Oct:	Final workshop
Tuesday 26 Oct	Folio hand-in party

To be confirmed - two guest speakers from the world of writing and publishing

Academic Integrity and Plagiarism

Academic integrity means that university staff and students, in their teaching and learning are expected to treat others honestly, fairly and with respect at all times. It is not acceptable to mistreat academic, intellectual or creative work that has been done by other people by representing it as your own original work.

Academic integrity is important because it is the core value on which the University's learning, teaching and research activities are based. Victoria University's reputation for academic integrity adds value to your qualification.

The University defines plagiarism as presenting someone else's work as if it were your own, whether you mean to or not. 'Someone else's work' means anything that is

not your own idea. Even if it is presented in your own style, you must acknowledge your sources fully and appropriately. This includes:

- Material from books, journals or any other printed source
- The work of other students or staff
- Information from the internet
- Software programs and other electronic material
- Designs and ideas
- The organisation or structuring of any such material

Find out more about plagiarism, how to avoid it and penalties, on the University's website: <http://www.victoria.ac.nz/home/study/plagiarism.aspx>

General University Requirements

General University policies and statutes

Students should familiarise themselves with the University's policies and statutes, particularly the Assessment Statute, the Personal Courses of Study Statute, the Statute on Student Conduct and any statutes relating to the particular qualifications being studied; see the *Victoria University Calendar* or go to the Academic Policy and Student Policy sections on:

<http://www.victoria.ac.nz/home/about/policy>

The AVC(Academic) website also provides information for students in a number of areas including Academic Grievances, Student and Staff conduct, Meeting the needs of students with impairments, and student support/VUWSA student advocates. This website can be accessed at:

http://www.victoria.ac.nz/home/about_victoria/avcacademic/Publications.aspx