

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**  
**11 July to 12 November 2011**

**Staff**

Course coordinator	Eirlys Hunter
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There will also be visitors from the world of writing and publishing for children.

**Dates**

Teaching dates:	11 July to 14 October 2011
Mid-trimester break:	22 August to 4 September 2011
Study week:	17 to 21 October 2011

**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 11 July 2011.

**Course Prescription**

This workshop course offers students the opportunity to develop their skills in writing a range of texts (including stories, poems, plays, and folktale adaptations) for children.

## **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
- Discussing 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. All undergraduate textbooks and student notes will be sold from the Memorial Theatre foyer from 4 to 22 July 2011, 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](http://www.vicbooks.co.nz) or can email an order or enquiry to [enquiries@vicbooks.co.nz](mailto: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 25<sup>th</sup> 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.

It is expected that the heart of the folio will 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 5th. 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 200 hours 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 11th 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. 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

## **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>

## **WHERE TO FIND MORE DETAILED INFORMATION**

Find key dates, explanations of grades and other useful information at [www.victoria.ac.nz/home/study](http://www.victoria.ac.nz/home/study). Find out how academic progress is monitored and how enrolment can be restricted at [www.victoria.ac.nz/home/study/academic-progress](http://www.victoria.ac.nz/home/study/academic-progress). Most statutes and policies are available at [www.victoria.ac.nz/home/about/policy](http://www.victoria.ac.nz/home/about/policy), except qualification statutes, which are available via the *Calendar* webpage at [www.victoria.ac.nz/home/study/calendar.aspx](http://www.victoria.ac.nz/home/study/calendar.aspx) (See Section C).

Other useful information for students may be found at the website of the Assistant Vice-Chancellor (Academic), at [www.victoria.ac.nz/home/about\\_victoria/avcacademic](http://www.victoria.ac.nz/home/about_victoria/avcacademic).

## **Workshop Timetable 2011**

Monday 11 July	Introductions, exercise 1, discussion
Monday 18 July	Exercise 2, discussion, presentation
Monday 25 July	Exercise 3, discussion, presentation
Monday 1 August	Exercise 4, discussion, presentation
Monday 8 August	Exercise 5 (half class), discussion, visitor, presentation
Monday 15 August	Exercise 5 (half class), discussion, visitor, presentation

### **Mid-trimester break - no meetings**

Monday 5 Sept:	Exercise 6, presentation. Reading journal due
Monday 12 Sept:	Folio workshop – 3 folios
Monday 19 Sept:	Folio workshop – 3 folios
Monday 26 Sept:	Folio workshop – 3 folios
Monday 3 Oct	Folio workshop – 3 folios
Monday 10 Oct:	Final workshop
Tuesday 25 Oct	Folio hand-in party (tbc)

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