



FACULTY OF HUMANITIES AND SOCIAL SCIENCES

INTERNATIONAL INSTITUTE OF MODERN LETTERS

CREATIVE WRITING PROGRAMME

**CREW 255 CHILDREN'S WRITING WORKSHOP
20 POINTS**

TRIMESTER 2 2016

Key dates

Trimester dates: 11 July to 13 November 2016

Teaching dates: 11 July to 16 October 2016

Mid-trimester break: 22 August to 4 September 2016

Last assessment item due: 25 October 2016

Study period: 17–20 October 2016

Withdrawal dates: Refer to www.victoria.ac.nz/students/study/withdrawals-refunds.

If you cannot complete an assignment or sit a test in the last three weeks of teaching, or an examination, it may instead be possible to apply for an aegrotat (refer to www.victoria.ac.nz/students/study/exams/aegrotats).

Class times and locations

Workshops will take place from 4.10-7pm on Mondays in the workshop room at the IIML: Room 102, 16 Waiteata Road. The first workshop is on Monday 11th July 2016.

Names and contact details

Course convenor	Eirlys Hunter
Office	Room 404, 16 Waiteata Road
Ph (office)	463 6854 (for messages)
Email	modernletters@vuw.ac.nz
Administrators	Katie Hardwick-Smith and Clare Moleta
Office	Room 402, 16 Waiteata Road
Ph	463 6854

Communication of additional information

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

Prescription

A workshop course in writing for children that also involves wide reading of children's literature

Course learning objectives (CLOs)

Student who pass this course should be able to:

- increase their awareness and understanding of the genre
- develop their ability to think critically and constructively about their own and others' work-in-progress
- Have gained some practical knowledge of the marketplace for children's literature
- Have brought at least one short piece of writing to the point that it is ready for submission to a publisher, and have written several chapters of a longer piece.

Teaching format

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

Mandatory course requirements

You must attend all workshops (subject to extenuating circumstances), 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 may not be assessed and you may automatically fail the course.

Any student who is concerned that they have been (or might be) unable to meet any of the MCRs because of exceptional personal circumstances, should contact the course coordinator as soon as possible.

Workload

CREW 255 is a 20-point undergraduate course. You should be prepared to spend about 200 hours on course work (which includes 3 hours of workshop, 6 hours of reading and 6 hours of writing each week).

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 October 2016**. Your folio will be read by the workshop convenor 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.

In addition to your portfolio of writing you must submit a reading journal of at least 3000 words. This is due on **5 September 2016**. 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.

Submission and return of work

Two copies of your final folio should be submitted on 25 October either at a pre-arranged function or delivered to the course convenor's pigeonhole in Room 402, 16 Waiteata Road. One copy will be returned to you, along with your reading journal and the examiners' reports approximately one month after this date.

Additional expenses

You will need to bring **thirteen** copies of each piece of work to the workshop meetings. This printing will be an extra expense for you.

Set texts

The main source of course materials is students' own work.

There is also one set text for the course, a Student Notes Book. This will be available from the IIML late June or early July. The IIML will advise when it is available for collection.

Class representative

The class representative provides a useful way to communicate feedback to the teaching staff during the course. A class representative will be selected at the first workshop.

Student feedback

To date there have been no suggestions for improvement from Student Feedback. However the IIML is always open to suggestions.

Student feedback on University courses may be found at www.cad.vuw.ac.nz/feedback/feedback_display.php.

Other important information

The information above is specific to this course. There is other important information that students must familiarise themselves with, including:

- Academic Integrity and Plagiarism: www.victoria.ac.nz/students/study/exams/integrity-plagiarism
- Academic Progress: www.victoria.ac.nz/students/study/progress/academic-progress (including restrictions and non-engagement)
- Dates and deadlines: www.victoria.ac.nz/students/study/dates
- FHSS Student and Academic Services Office: www.victoria.ac.nz/fhss/student-admin
- Grades: www.victoria.ac.nz/students/study/progress/grades
- Special passes: refer to the *Assessment Handbook*, at www.victoria.ac.nz/documents/policy/staff-policy/assessment-handbook.pdf
- Statutes and policies including the Student Conduct Statute: www.victoria.ac.nz/about/governance/strategy
- Student support: www.victoria.ac.nz/students/support
- Students with disabilities: www.victoria.ac.nz/st_services/disability
- Student Charter: www.victoria.ac.nz/learning-teaching/learning-partnerships/student-charter
- Subject Librarians: <http://library.victoria.ac.nz/library-v2/find-your-subject-librarian>
- Terms and conditions: www.victoria.ac.nz/study/apply-enrol/terms-conditions/student-contract
- Turnitin: www.cad.vuw.ac.nz/wiki/index.php/Turnitin
- University structure: www.victoria.ac.nz/about/governance/structure

- Victoria graduate profile: www.victoria.ac.nz/learning-teaching/learning-partnerships/graduate-profile
- VUWSA: www.vuwsa.org.nz

WORKSHOP TIMETABLE

Monday 11 July

Monday 18 July

Monday 25 July

Monday 1 August

Monday 8 August

Monday 15 August

MID TRIMESTER BREAK – no meetings

Monday 5 September

Monday 12 September

Monday 19 September

Monday 26 September

Monday 3 October

Monday 10 October

Tuesday 25 October

FOLIO HAND-IN