

Dear ENGL 390 Students,

Due to the COVID19 situation, Faculty have been asked to begin shifting our face-to-face courses into some kind of online delivery. I am working on getting all of our ducks in a row and sorting out what to do about assignments and class time, but here are a few preliminary points to get us situated for next week.

1. **ANNOUNCEMENTS:** Please check the class blog regularly as this is where I will be giving you updates and providing materials for the class.
2. **EMAIL:** This shift in our practice will cause a sharp increase in email traffic. I will do my very best to stay on top of your emails and to reply as soon as I can. Students will be my priority, but I hope that you will be patient if it takes me a bit longer than usual to reply.
3. **CLASS TIME:** We will not be meeting face-to-face until further notice. **HOWEVER,** I will be available during our class time next week if anyone would like to come to my office to talk about the material or the assignments.
4. **OFFICE HOURS:** I will be holding my regular office hours but will shift the Thursday By-Appointment hours to DROP-IN hours.
5. **COURSE CONTENT:** Please continue with the readings. I will provide instructions regarding the *Beyond Grammar* discussions shortly. These and any additional instructions or materials such as summing PPTs or lecture notes will be posted on the LINKS/DOCS page of the class blog. I will make an announcement on the ANNOUNCEMENTS page when these are available. Please be patient as it might take me a little while to shift my pedagogy. I will get you the material as soon as I can.
6. **ASSIGNMENTS:** We have **THREE** sets of assignments remaining: **CURIOSITY PROJECT, CLASS CONTRIBUTION and EXAM/READING JOURNAL.**
 - a. **CURIOSITY PROJECT: ALL PROJECTS DUE APRIL 3 by 4PM:**

Unfortunately, we will have to cancel our gallery presentations. Some of you may wish to shift to a standard essay format. However, you are still welcome to move forward with your gallery format if this is integral to the presentation of your topic. It may be necessary for you to submit photographic versions of your projects if they cannot be adapted to a standard essay format. I encourage you to consult with me before the due date to discuss the format of your project and how best to submit it. **Continued next page.**

I prefer **HARDCOPY** versions of your papers, but in the event that you cannot come to campus, I will accept electronic copies if they use the following format:

- i. **WORD** documents only;
- ii. **FILE** name and **EMAIL SUBJECT LINE: ENGL 390 CURIOSITY PROJECT Your LAST name**

b. **CLASS CONTRIBUTION: APRIL 8:** I prefer **HARDCOPY** versions of your class contribution reflection but I will accept electronic copies if they use the following format:

- i. **WORD** documents only;
- ii. **FILE** name and **EMAIL SUBJECT LINE: ENGL 390 CLASS CONTRIBUTION Your LAST name**

I will be in my office until 4PM on **APRIL 8**. You may drop your essays off in person to me there. Any electronic copies must arrive in my in-box by 4PM.

c. **READING JOURNAL: MARCH 20 by 4PM:** I prefer **HARDCOPY** versions of your reading journals but I will accept electronic copies if they use the following format:

- i. **WORD** documents only;
- ii. **FILE** name and **EMAIL SUBJECT LINE: ENGL 390 READING JOURNAL Your LAST name**

I will be in my office until 4PM on **MARCH 20**. You may drop off your reading journals in person to me there. Any electronic copies must arrive in my in-box by 4PM.

d. **EXAM: any time up to the end of our scheduled exam session, APRIL 14, 3:30PM:** You will receive a copy of the exam in your UNBC email on **APRIL 8**. All exams must arrive in my in-box by 3:30PM, **APRIL 14**. Use the following format:

- i. **WORD** documents only;
- ii. **File** name and **subject line: ENGL 300 EXAM your LAST NAME.**