Pittsburg State University
Writing Across the Curriculum

To earn the WL Best Practices stipend, faculty teaching a Writing to Learn course will submit documentation showing that the course meets best practices guidelines with particular items highlighted. Documentation should include

∇   the course syllabus (which will include the WL Statement of Intent and Philosophy of Writing),

∇   writing instructions (the assignment sheets designed to be handed out to students) for each type of formal writing assignment used in the course, and

∇   grading criteria (the information designed to be handed out to students) showing how each type of formal writing assignment will be evaluated.

WL Best Practices checklist

• WL Statement of Intent and Philosophy of Writing.

• Writing and course grade (Is it clear that students must pass the writing component in order to pass the course?) Please highlight this in your syllabus.

• Amount of Writing (Is it clear from the page or word count requirements and number of formal writing assignments that the course requires a minimum of 7 or 12 pages of formal writing, depending on course level?) This will be determined by counting the minimum number of pages for all formal writing assignments.

• List of due dates (Are due dates for formal writing assignments stated?) Please highlight these dates in your syllabus.

• Instructions for writing assignments (Are instructions provided for each type of formal writing assignment students will do?)

• Grading criteria (Have you included your grading criteria for each type of formal writing assignment?) If this is not in a separate document, please highlight this in your syllabus.

• Explanation of how students will get feedback (Have you included a statement telling students how they will get feedback from you on their writing?) Please highlight this in your syllabus.

• Academic honesty statement (If any of your formal writing assignments allow or require sources, have you included a statement that students are required to cite their sources using a recognized source citation system?) Please highlight this in your syllabus.