

## THE CREATIVE WRITING EMPHASIS

### FORMAT FOR PORTFOLIO REQUIRED FOR COMPLETION

1. Assemble work produced both in and outside of fiction and poetry classes taken (poetry, fiction, essays) during your tenure at UCI.
2. Label sections by year or class/instructor in which the piece was created.
3. Create a table of contents (page numbers optional—see attached sample #1)
4. Give the manuscript a title of your choosing.
5. Create an inside title page with required language. (see attached sample #2)
6. Create an outside title page. (see attached sample #3)
7. Provide a cover sheet with name, permanent address, permanent email address, and permanent telephone number. Your completion letter will be sent to this address.
8. Use the following format:
  - a. Times New Roman font, 12 pt.
  - b. 1.5 inch right and left margins, left side justified for prose
  - c. Poetry margins adjustable to needs of individual poem
  - d. Clean, unmarked copies of work, edited for grammar, spelling, etc.
  - e. See attached sample pages for title pages and table of contents
9. Do not punch holes in the manuscript. Submit in a large manila envelope without sealing by mail or in person to Susan Davis at University of California, Irvine; Department of English; 435 HIB; Irvine, CA 92697-2650. Allow at least 4 weeks for evidential letter of completion to be mailed. Any work submitted after June 15 will not be processed before November of the following fall.

(Sample Page #1)  
**Table of Contents**

Beginning Poetry/Fall 2006 – Instructor Dicey Bunker

“To Autumn”  
“He Walks Off Chin Down”  
“Paying the Penalty”  
“She Went Too Far”  
“Parts of Speech Creating Tone”

Craft of Poetry /Fall 2007 – Instructor Chip Low

“The Power to Reach the Green”  
“Dogleg to the Right”  
“Thirteen Under”  
“The First-Person Speaker”  
“Hyperbolic Strokes of Luck”

Intermediate Poetry/Winter 2008 – Instructor Grady Putt

“Sixteen Over”  
“Springtime in New York”  
“The Waning of the Moon”  
“A Yard Further”  
“Hoping for Less Wind”

Writing Form and Theory (Wr101)/Winter 2009 – Instructor Otto Doit

“Tee to Green”  
“The Unfindable”  
“Tiger, Tiger Fading Out”  
“Parts of Speech Making Parts of Greatness”

Advanced Workshop in Fiction/Spring 2009 – Instructor Hover Ridge (optional course)

“Just Nicely Done”  
“Five Feet or So”  
“Not a Single Bogey”

(Sample Page #2)

Solid Shot Towards Heaven  
Huckett Right

A Collection of Poems and Essays

for the  
Creative Writing Emphasis in Fiction (or Poetry)  
Department of English  
University of California, Irvine  
June 15, 2009

(Sample Page #3)

## **Solid Shot Towards Heaven**

Huckett Right