

COURSE SYLLABUS



COURSE TITLE: ENGL 092 – Provincial English Composition
CLASS SECTION: 002
TERM: 2024W
COURSE CREDITS: 3
DELIVERY METHOD(S): Lecture

Camosun College respectfully acknowledges that our campuses are situated on the territories of the Ləkʷəŋən (Songhees and Kosapsun) and WSÁNEĆ peoples. We honour their knowledge and welcome to all students who seek education here.

INSTRUCTOR DETAILS

NAME: Jen Guenther
EMAIL: guentherj@camosun.ca
OFFICE: Paul 331
HOURS: Mondays 10-11 and 2:30-3:30; Tuesdays 2:30-3:30

As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.

CALENDAR DESCRIPTION

Students in this course will be provided practice and instruction in critical reading and be able to demonstrate creative and critical thinking. Students will practice and receive instruction in the planning, writing, and revising of paragraphs and essays, so as to prepare them for college writing. Students will also learn to gather, evaluate, synthesize, and organize information into a research paper as well as deliver a research-based oral presentation. This course prepares students for post-secondary academic English courses.

PREREQUISITE(S): One of:

- C in [English 11](#)
- C in [Camosun Alternative](#)
- C in [ENGL 050](#) (if taken prior to September 2020)
- [Assessment](#)
- CO-REQUISITE(S):
- EQUIVALENCIES:

COURSE LEARNING OUTCOMES / OBJECTIVES

Upon successful completion of this course, students will have demonstrated proficiency in the following areas:

Critical and Creative Thinking

- a) evaluate argument for validity, reliability, currency, and objectivity

- b) recognize elements of clear communication
- c) demonstrate organizational thought processes to solve problems
- d) demonstrate an awareness of how communication formats influence language choices and usage
- e) record, organize and store information read, heard or viewed i. support a position by citing specific details from what has been read, heard or viewed
- f) explore diverse perspectives to develop or modify one's point of view
- g) assess one's own knowledge and use of language
- h) assess information for completeness, accuracy, currency, relevance, balance or perspectives and bias
- i) analyze different presentations of the same information to reconsider positions
- j) assess ways in which language reflects and influences values and behaviour

2. Reading and Reference

- a) evaluate the effectiveness of one's own and others' written material using criteria that include the following: plain language; coherence and organization; consistency in the application of usage conventions; relevance to argument of supporting evidence and examples; appropriateness to intended purpose and audience; attention to detail
- b) summarize, make inferences, draw conclusions and critically evaluate
- c) paraphrase main ideas in written material
- d) distinguish between implicit and explicit messages
- e) apply prior knowledge and experience to assist understanding of new material
- f) use a variety of strategies and sources to gather and evaluate information, including print sources, library resources and the Internet
- g) interpret details and draw conclusions from information presented in a variety of print and graphic formats, including electronic formats

3. Written Communication

- a) plan and write a variety of types of paragraphs and essays
- b) edit own work fully for coherence and accuracy
- c) monitor spelling, grammar, mechanics and syntax using appropriate techniques and resources as required, including electronic technology
- d) write effectively, adjusting for audience, purpose and situation to inform, persuade, and interact in formal and informal situations
- e) organize information and ideas to clarify thinking and achieve desired effect
- f) understand and avoid plagiarism
- g) produce writing on demand
- h) gather, evaluate, synthesize, and organize information into a research paper of approximately 1500 words using an appropriate documentation style (e.g. APA, MLA or Chicago)

4. Speaking and Listening Skills

- a) interact effectively in formal or informal situations
- b) adjust speaking style to suit audience, purpose and situation
- c) give and respond to feedback during oral presentations
- d) use effective presentation aids to enhance communications
- e) deliver a research-based oral presentation to inform or persuade and respond effectively to feedback
- f) demonstrate a critical understanding of arguments

REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

- (a) Texts: ENGL 092 Course Pack (from the Camosun bookstore)
- (b) Lined paper and a binder to house handouts
- (c) Other: a dictionary and thesaurus are recommended but not required

COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

The following schedule and course components are subject to change with reasonable advance notice, as deemed appropriate by the instructor.

Date	Day 1	Day 2
Week 1	Course introduction Grammar: word class	Audience, tone, and point of view Critical reading <i>Grammar</i> : subjects and verbs
Week 2	Paragraphs <i>Grammar</i> : sentences, clauses, and phrases	Paragraph practice <i>Grammar</i> : fragments, fused sentences, and comma splices
Week 3	Summarizing and paraphrasing <i>Grammar</i> : Review	GRAMMAR QUIZ 1
Week 4	SUMMARY PARAGRAPH – In-class	Persuasive writing Outlines <i>Grammar</i> : modifiers
Week 5	Thesis Statements <i>Grammar</i> : parallel structure	Introductions and conclusions <i>Grammar</i> : semicolons and colons, dashes and parentheses
Week 6	PERSUASIVE ESSAY – In-class	Research assignment sign up Research essays <i>Grammar</i> : comma
Week 7	Library Orientation	GRAMMAR QUIZ 2 Rebuttals
Week 8	Citations <i>Grammar</i> : quotation, question, and exclamation marks	Citations <i>Grammar</i> : apostrophes
Week 9	RESEARCH ESSAY OUTLINE DUE <i>Grammar</i> : active/passive voice	Word choice, vague pronouns
Week 10	Biased Language Revision	PEER EDIT - RESEARCH ESSAY DRAFT DUE
Week 11	RESEARCH ESSAY DUE Citation check Preparing Presentations <i>Grammar</i> : subject-verb agreement	Presentation prep
Week 12	QUIZ 3 Presentation prep	PRESENTATIONS
Week 13	PRESENTATIONS	Compare and Contrast Essays
Week 14	COMPARE AND CONTRAST ESSAY – In-class	COMPARE AND CONTRAST ESSAY – In-class

Students registered with the Centre for Accessible Learning (CAL) who complete quizzes, tests, and exams with academic accommodations have booking procedures and deadlines with CAL where advanced notice is required. Deadlines can be reviewed on the [CAL exams page](https://camosun.ca/services/academic-supports/accessible-learning/academic-accommodations-exams). <https://camosun.ca/services/academic-supports/accessible-learning/academic-accommodations-exams>

EVALUATION OF LEARNING

DESCRIPTION	WEIGHTING
Grammar Tests (3)	12
Summary Paragraph	7
Persuasive Essay	15
Library Orientation	2
Research Assignment	
Outline	5
Essay	20
Peer Edit	5
Oral Presentation	11
Compare/Contrast Essay	18
Professionalism – Presence, Communication, Preparedness, and Participation	5
	TOTAL
	100%

If you have a concern about a grade you have received for an evaluation, please come and see me as soon as possible. Refer to the [Grade Review and Appeals](http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf) policy for more information.
<http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf>

COURSE GUIDELINES & EXPECTATIONS

Time Management. This class requires approximately two to three hours of work per week outside of class time, not including essay writing and research. Ongoing completion of this work is necessary for improvement of the skills presented in class. For some people, managing time for class work alongside other life commitments is a real struggle for students. But there is help! Tips and tools to help you with time management can be found here: <https://camosun.libguides.com/Time/management>

Attendance and Punctuality. Class attendance is mandatory. Class time consists of lecture, discussion, and writing practice, so missing class means missing opportunities to learn with your peers, to strengthen and hone your writing and oral communication skills, and to be a part of the class community. Of course, there may be times when you need to be absent. At these times, it is your responsibility to catch up on any missed work, so I recommend finding a dependable friend or two at the beginning of term and swapping contact details so you can get the information you missed.

Please come to class on time—arriving late is disruptive and you miss out on instruction. Students habitually arriving late may be denied permission to join the class.

Assignments and Quizzes. Assignments are due at the **beginning** of class on the dates listed on the schedule. Computer problems are not an excuse for late submissions. If you must miss a test or the due date of an assignment, please let me know the day before the class at the latest. Late submissions require prior instructor approval or will receive a 10% deduction and will not receive feedback. Assignments will not be accepted one week after the deadline without prior instructor approval. Note that all writing assignments must be completed to receive a passing grade in the course.

- Typed assignments must be submitted in hard copy and uploaded to D2L.
- If you miss a quiz, you must contact me before the quiz and write it within one week; once quizzes are returned to the class, they can no longer be written.
- Please keep a copy of all the assignments you submit in case work is lost, damaged, or misplaced, and save all graded assignments until the completion of the course.

Electronics. Mobile phones, laptops, translators, and other electronic devices are allowed in class only with instructor permission. Otherwise, electronics should be turned off and kept out of sight.

Instructor Contact

- **Office Hours.** Come see me! I'm always happy to discuss assignments, graded work, grammar, writing, drafts, literature, the course, etc. with students during office hours. If my posted office hours don't fit, let me know and we'll find a time that suits us both.
- **Email.** Please use email for short and simple questions only (office hours are for longer queries). If I haven't responded to your email within 24 hours Monday-Friday, assume I didn't get it and resend. (I'm never ignoring you 😊)

English Help Center (EHC). Rm. E202. *Use the EHC!* The instructional assistants at the EHC provide one-on-one support for assignments and writing, including organizing ideas, helping with grammar, generating thesis statements, providing essay feedback before submission, etc.

Students can book online at <http://camosun.ca/services/writing-centre/appointments.html>.

Classroom Community. It takes everyone to create a respectful, supportive, collaborative, enjoyable, and productive learning environment. When we participate with integrity and sensitivity--mindful of how our words, actions, and attitudes affect others--and when we listen, consider, and value differing viewpoints, great conversation and growth happens!

Artificial Intelligence (AI) Usage. The purpose of this writing course is for students to practice and hone their thinking, drafting, researching, and writing skills. Using AI applications (such as Chat GPT) defeats this purpose and so is simply not allowed in this course. The use of generative AI in this course is considered cheating and will be treated that way.

Plagiarism. You are expected to do your own writing and use your own ideas (unless properly cited) on all assignments. You may get feedback on your writing from the Help Centres (and please do!). However, copying another's writing; having someone else write all or even part of your composition; using another person's ideas without correct acknowledgement; and using another's sentence structures, while merely replacing words and phrases, are all plagiarism and will incur any or all of the penalties stated in the college calendar.

STUDENT RESPONSIBILITY

Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College property, and assume responsibility for their education by researching academic requirements and policies; demonstrating courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

SUPPORTS AND SERVICES FOR STUDENTS

Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit camosun.ca/services.

Support Service	Website
Academic Advising	camosun.ca/services/academic-supports/academic-advising
Accessible Learning	camosun.ca/services/academic-supports/accessible-learning
Counselling	camosun.ca/services/health-and-wellness/counselling-centre
Career Services	camosun.ca/services/co-operative-education-and-career-services
Financial Aid and Awards	camosun.ca/registration-records/financial-aid-awards
Help Centres (Math/English/Science)	camosun.ca/services/academic-supports/help-centres
Indigenous Student Support	camosun.ca/programs-courses/iecc/indigenous-student-services
International Student Support	camosun.ca/international
Learning Skills	camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills
Library	camosun.ca/services/library
Office of Student Support	camosun.ca/services/office-student-support
Ombudsperson	camosun.ca/services/ombudsperson
Registration	camosun.ca/registration-records/registration
Technology Support	camosun.ca/services/its
Writing Centre	camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills

If you have a mental health concern, please contact Counselling to arrange an appointment as soon as possible. Counselling sessions are available at both campuses during business hours. If you need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

Academic Integrity

Students are expected to comply with all College policy regarding academic integrity; which is about honest and ethical behaviour in your education journey. The following guide is designed to help you understand your responsibilities: <https://camosun.libguides.com/academicintegrity/welcome>

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.13.pdf> for Camosun's Academic Integrity policy and details for addressing and resolving matters of academic misconduct.

Academic Accommodations for Students with Disabilities

Camosun College is committed to achieving full accessibility for persons with disabilities. Part of this commitment includes arranging appropriate academic accommodations for students with disabilities to ensure they have an equitable opportunity to participate in all of their academic activities. If you are a student with a documented disability and think you may need accommodations, you are strongly encouraged to contact the Centre for Accessible Learning (CAL) and register as early as possible. Please visit the CAL website for more information about the process of registering with CAL, including important deadlines:

<https://camosun.ca/cal>

Academic Progress

Please visit <https://camosun.ca/sites/default/files/2023-02/e-1.1.pdf> for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

Course Withdrawals Policy

Please visit <https://camosun.ca/sites/default/files/2021-05/e-2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit <https://camosun.ca/registration-records/tuition-fees#deadlines>.

Grading Policy

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.5.pdf> for further details about grading.

Grade Review and Appeals

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.14.pdf> for policy relating to requests for review and appeal of grades.

Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal (see [Medical/Compassionate Withdrawals policy](#)). Please visit <https://camosun.ca/services/forms#medical> to learn more about the process involved in a medical/compassionate withdrawal.

Sexual Violence

Camosun is committed to creating a campus culture of safety, respect, and consent. Camosun's Office of Student Support is responsible for offering support to students impacted by sexual violence. Regardless of

when or where the sexual violence occurred, students can access support at Camosun. The Office of Student Support will make sure students have a safe and private place to talk and will help them understand what supports are available and their options for next steps. The Office of Student Support respects a student's right to choose what is right for them. For more information see Camosun's Sexualized Violence Policy:

<https://camosun.ca/sites/default/files/2021-05/e-2.9.pdf> and camosun.ca/services/sexual-violence-support-and-education.

To contact the Office of Student Support: oss@camosun.ca or by phone: 250-370-3046 or 250-370-3841

Student Misconduct (Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun also expects that all students to conduct themselves in a manner that contributes to a positive, supportive, and safe learning environment. Please review Camosun College's Student Misconduct Policy at <https://camosun.ca/sites/default/files/2021-05/e-2.5.pdf> to understand the College's expectations of academic integrity and student behavioural conduct.

Looking for other policies?

The full suite of College policies and directives can be found here: <https://camosun.ca/about/camosun-college-policies-and-directives>

Changes to this Syllabus: Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.