



## School of Access

**ENGL 092 Section 003**  
Spring, 2012

### COURSE OUTLINE

---

*Ω Please note: It is recommended students keep this outline for their records. An online version will be made available on the course D2L site so that students can refer to it from anywhere on Earth.*

---

---

#### 1. Instructor Information

(a) Instructor	Anita Kess
(b) Office hours	092-003 TBA
(c) Office	TBA
(d) Phone	370-4493
(e) E-mail	kess@camosun.bc.ca

---

#### 2. Intended Learning Outcomes

"This course provides practice and instruction in critical reading and in the planning, writing, and revising of paragraphs and essays, and prepares the student for college writing. English 092 (or ELD 092) combined with English 094 (or ELD 094) is equivalent to Provincial English 12."

##### 1. Critical and Creative Thinking. Students will

- evaluate argument for validity, reliability, currency, and objectivity
- analyze diction in a variety of non-fiction texts
- analyze and explain the organizational methods used to develop a topic or an argument
- articulate the connections between purpose, audience, and style

##### 2. Reading and Reference. Students will

- access and use the resources of libraries, the Internet, and other electronic media, including CD-ROM files, to gather information for research
- cite and document sources where necessary, following MLA conventions

##### 3. Written Communication. Students will

- plan and write a variety of types of paragraphs and essays
- integrate research material into a research paper or report using MLA conventions
- edit written work for content, structure, grammar, punctuation, and usage
- choose words appropriate to style and audience
- use transitions to connect main and supporting points
- vary sentences

##### 4. Speaking and Listening Skills. Students will

- speak, adjusting for audience, purpose, and situation, to inform, persuade, and interact in formal and informal situations
- give and respond to feedback during oral presentations
- collaborate and consult with others in completing communications tasks

d) explain the value and limitations of collaborative work

### 3. Required Materials

Norton & Green. *Essay Essentials with Readings*, 5<sup>th</sup> edition.

#### Recommended Materials

- An English handbook, such as *A Pocket Style Manual* by Diana Hacker is also recommended but not required.
- A computer memory device such as a memory stick or thumb drive is helpful in transporting computer files and assignments
- Having access to a good dictionary (hard copy or online) is also helpful

### 4. Course Schedule and Location

Class: Lecture - Tuesday and Thursday 11:30AM - 12:50PM, Wilna Thomas Bldg, Room 101  
Writing Lab - Tuesday and Thursday 01:00PM - 02:20PM Ewing Bldg, Room 115

**(note: this a 7-week course)** Location may change to accommodate need for more computer lab time.

### 5. Student Assessment

**Attendance** - We will be writing in almost every class, sometimes working on assignments that will be handed in for assessment. It is therefore essential to your grade that you attend and participate in all classes.

***This is particularly important in the intensive 7-week format.***

**Grammar/Punctuation Tests** - We will review grammar and/or punctuation throughout the course, and students will be tested during the term.

**Lateness** - Late assignments may lose marks at the rate of 5% per day. If there are circumstances that will hinder you from completing an assignment on time, please speak with me as soon as you can.

**Completion of all assignments** - Students who fail to complete any out-of-class assignments by the final class date, or who fail to achieve at least D on the in class expository essay assignment, will fail the course. It is up to you to make sure that all of your assignments are handed in.

#### Format for out-of-class assignments –

- Type and double-space your work
- Use 12-point font - preferably Times Roman
- Write on the front of the paper only. Leave the back blank.
- Put your full name on the first page of all assignments and last name in the header of subsequent pages
- **Keep a copy of all assignments and originals of all graded assignments until you receive your final grade.**

## Important Dates

May 7- first day of first week of classes  
 May 14 - Fee deadline for 7-week courses  
 \*May 21 – Victoria Day Monday – College Closed  
 June 7 – Last day to withdraw without a failing grade  
 June 23 – Last day of instruction for Spring semester

\*Even though there is no class on holidays, please note that students will be responsible for material assigned to be read or studied during that time. The instructor will be available by email and in office hours if there are questions about the assigned material, and will make every effort to assist students to learn the material.

## TENTATIVE Assignment Schedule (Subject to Change as Conditions Dictate)

<b>Assignment</b>	<b>% of final mark</b>	<b>length</b>	<b>Due date</b>
<b>Diagnostic Composition</b> – in class	2%	<b>One page</b>	<b>first class</b>
<b>Introduction and Thesis statement quiz</b> – in class	5%	1 hr	<b>week 2</b>
<b>Classification Essay</b> – drafting begins in class May 14, finish out of class	10%	<b>5-7 paragraphs</b>	<b>week 3</b>
<b>Cause/Effect Essay</b> – drafting begins out of class May 12. Finished in-class essay (10%) May 26 from outline	10%	<b>5-7 paragraphs</b>	<b>week 4</b>
<b>Group Research Project</b> – 1. summary – 5% 2. group bibliography – 3% 3. oral presentation – 10% 4. essays in various modes– 15%	33%	1. summary <b>200-250 words</b> 2. group bibliography – <b>at least 3 entries per group member</b> 3. oral presentation <b>5-10 minutes per person</b> 4. essays in various modes <b>7-12 paragraphs</b>	1. summary <b>week 5</b> 2. group bibliography <b>week 6</b> 3. oral presentation <b>week 7</b> 4. research essay <b>week 7</b>
<b>Grammar, Sentence Structure and Punctuation Quizzes (5% each)</b> 1. parallelism and verb quiz (plural/singular, tense consistency, prep. phrases, and subject/verb agreement) 2. sentence quiz (dependent/independent clauses, sentence fragments and run-ons) 3. modifier and pronoun quiz 4. punctuation quiz 1 (end punctuation, semi-colon, comma) 5. punctuation quiz 2 (apostrophe, quotation marks, parentheses, brackets and dashes) 6. spelling and appropriate language quiz (look-alikes, hyphen, clichés, jargon, slang, wordy, sexist/racist)	30%	<b>30 minutes each</b>  <b>May be given as homework as time dictates</b>	1. <b>week 1</b> 2. <b>week 2</b> 3. <b>week 3</b> 4. <b>week 4</b> 5. <b>week 5</b> 6. <b>week 6</b>

<b>Final Expository All-In-Class Essay</b>	<b>10%</b>	<b>3 hours 5+ paragraphs</b>	<b>TBA during exam week</b>
--	------------	----------------------------------	---------------------------------

## 6. Grading System

### A. Standard Grading System (GPA)

Percentage	Grade	Description	Grade Point Equivalency
90-100	A+		9
85-89	A		8
80-84	A-		7
77-79	B+		6
73-76	B		5
70-72	B-		4
65-69	C+		3
60-64	C		2
50-59	D	Minimum level of achievement for which credit is granted; a course with a "D" grade cannot be used as a prerequisite.	1
0-49	F	Minimum level has not been achieved.	0

### B. Temporary Grades

Temporary grades are assigned for specific circumstances and will convert to a final grade according to the grading scheme being used in the course. See Grading Policy at <http://camosun.bc.ca/policies/Education-Academic/E-1-Programming-&Instruction/E-1.5.pdf> for information on conversion to final grades, and for additional information on student record and transcript notations.

Temporary Grade	Description
I	<i>Incomplete:</i> A temporary grade assigned when the requirements of a course have not yet been completed due to hardship or extenuating circumstances, such as illness or death in the family.
IP	<i>In progress:</i> A temporary grade assigned for courses that are designed to have an anticipated enrollment that extends beyond one term. No more than two IP grades will be assigned for the same course.
CW	<i>Compulsory Withdrawal:</i> A temporary grade assigned by a Dean when an instructor, after documenting the prescriptive strategies applied and consulting with peers, deems that a student is unsafe to self or others and must be removed from the lab, practicum, worksite, or field placement.

## **7. Recommended Materials or Services to Assist Students to Succeed throughout the Course**

### **LEARNING SUPPORT AND SERVICES FOR STUDENTS**

There are a variety of services available for students to assist them throughout their learning. This information is available in the College Calendar, Student Services or the College web site at <http://www.camosun.bc.ca>

### **STUDENT CONDUCT POLICY**

There is a Student Conduct Policy. It is the student's responsibility to become familiar with the content of this policy. The policy is available in each School Administration Office, Registration, and on the College web site in the Policy Section.

<http://www.camosun.bc.ca/policies/Education-Academic/E-2-Student-Services-&-Support/E-2.5.pdf>

### **ACADEMIC PROGRESS POLICY**

There is an Academic Progress Policy designed to enhance a learner's likelihood of success. Students should become familiar with the content of this policy. The policy is available in each School Administration Office, Registration, and on the College web site in the Policy Section.

<http://camosun.bc.ca/policies/Education-Academic/E-1-Programming-&-Instruction/E-1.1.pdf>