

# **Camosun College School of Access**

## **Department of English**

### **English 092 (003): Provincial English Composition**

#### **Course Outline Fall 2017**

English 092 provides practice and instruction in critical reading and in planning, writing, and revising paragraphs and essays. The course prepares students for college writing. English 092, combined with English 094, is equivalent to Provincial English 12.

#### **Class and Instructor Information**

Instructor: Margaret Fast

Class Dates: September 5 – December 7, 2017

Class Times: Tues and Thurs 3:30-4:50pm

Class Location: Tues Paul 109 and Thurs Fisher 100

Office location: Paul 331

Office hours: Wed/Fri 12:30-12:50 and Tues/Thurs 3:00-3:20, or by appointment

Phone: 250-370-3356 (messages checked Tuesday through Friday)

E-mail: [FastM@camosun.bc.ca](mailto:FastM@camosun.bc.ca) (responses provided weekdays)

#### **Required Textbook, Resources, and Supplies**

Please have the following with you in every class:

1. *Essay Essentials: With Readings* (6<sup>th</sup> edition), Norton, Green and Dynes
2. A thin folder for a journal
3. Paper and pen for writing activities

You will also need access to a computer since all out-of-class assignments must be typed (double-spaced, standard font, 12 point type, one inch margins, MLA-style documentation). Please keep a backup of your submitted work.

#### **Assignments and Evaluation**

Presence and participation 10%

Journal 10%

Summary 5%

Argumentative Essay 15%

Research paper 20%

Oral presentation 10%

Short grammar quizzes 10%

In-class essay midterm 10%

In-class essay final exam 10%

## Learning Outcomes

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

### 1. Critical and Creative Thinking

- a) Evaluate argument for validity, reliability, currency, and objectivity
- b) Articulate the connections between purpose, audience, and style
- c) Analyze diction in a variety of non-fiction texts
- d) Analyze and explain the organizational methods used to develop a topic or an argument
- e) Recognize elements of clear communication
- f) Demonstrate organizational thought processes to solve problems
- g) Demonstrate an awareness of how communication formats influence language choices and usage
- h) 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
- j) Explore diverse perspectives to develop or modify one's point of view
- k) Assess one's own knowledge and use of language
- l) Assess information for completeness, accuracy, currency, relevance, balance or perspective and bias
- m) Analyze different presentations of the same information to reconsider positions
- n) Assess ways in which language reflects and influences values and behaviour

### 2. Reading and Reference

- a) Cite and document sources where necessary, following MLA conventions
- 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 of 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
- h) Gather, evaluate, synthesize, and organize information into a research paper or report of approximately 1500 words using an appropriate documentation style (e.g. APA, MLA or Chicago)

### 3. Written Communication

- a) Plan and write a variety of types of paragraphs and essays,
- b) Integrate research material into a research paper or report using MLA conventions,

- c) Gather information and organize it into functional writing assignments
- d) Edit own work fully for coherence and accuracy
- e) Monitor spelling, grammar, mechanics and syntax using appropriate techniques and resources as required, including electronic technology
- f) Write effectively, adjusting for audience, purpose and situation to inform, persuade, and interact in formal and informal situations
- g) Organize information and ideas to clarify thinking and achieve desired effect
- h) Understand and avoid plagiarism
- i) Produce writing on demand (e.g. essays, exams)

#### **4. Speaking and Listening Skills**

- a) Speak, adjusting for audience, purpose, and situation, to inform, persuade, and interact in formal and informal situations
- b) Give and respond to feedback during oral presentations
- c) Collaborate and consult with others in completing communication tasks
- d) Explain the value and limitations of collaborative work
- e) Use effective presentation aids to enhance communications

## **Responsibilities**

My responsibilities are to have prepared relevant and meaningful content that fulfills Camosun College's learning outcomes for this course, be available to answer your questions or offer further guidance, and provide detailed and timely feedback.

Your responsibilities are to be on time and in full attendance for all classes, be prepared to participate in learning activities, meet due dates, and be aware of and adhere to Camosun College's policies and procedures.

Preparation and participation are required for this course. The timeliness and degree of your course preparation and participation will affect your level of success.

\*Be sure to ask for help when needed. I have office hours and am happy to respond to questions over e-mail.

## **General Information**

- All major assignments (10% or more) are mandatory. Students cannot complete the course unless all assignments are submitted.
- Unexcused late assignments will lose 10% (except in case of documented illness).
- Late assignments will only be accepted up to one week following the due date.
- Missed classroom activities/quizzes/tests because of an unexcused absence cannot be made up (except in the case of a documented illness). Students who are absent will receive a zero on any missed in-class work.
- Personal computers and cellphones are not permitted in class, except for documented medical reasons.

## Grading System

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 1 Minimum level of achievement for which credit is granted; a course with a D grade cannot be used as a prerequisite.

-49% F 0 Minimum level has not been achieved.

## 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 Administrative Office, Registrar's Office, and on the College web site in the Policy Section: <http://camosun.ca/about/policies/education-academic/e-1-programming-&-instruction/e-1.1.pdf>

## 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, Registrar's Office, or the College web site: <http://www.camosun.bc.ca>

## Academic Conduct Policy

There is an Academic Conduct Policy. It is the student's responsibility to become familiar with the content of this policy. The policy is available in each School Administrative Office, Registrar's Office, and on the College web site in the Policy Section:

<http://www.camosun.bc.ca/policies/E-2.5.pdf>

Related is the topic of plagiarism. Plagiarism means presenting the words or ideas of others as your own. Plagiarism is a serious academic offence – a form of cheating. All sources of ideas and information not primarily your own must be appropriately documented according to MLA guidelines. The minimum penalty for plagiarism is a zero on the relevant assignment. Please see Student Conduct Policy and check out this interactive video:

<http://camosun.ca/services/library/plagiarism/>

**English 092 Schedule** \*This schedule is subject to change, and additional readings will be assigned most weeks.

- Tuesday, September 5      Welcome! introduction, Richard Lederer "How I Write"(283),
- Thursday, September 7      have read Part 1 and Cracking the Sentence Code *Essay Essentials*  
**submit journal entry #1**
- Tuesday, September 12      have read Part 2 and Solving Sentence-Fragment Problems *Essay Essentials*, **submit journal entry #2, submit tentative research essay topic**
- Thursday, September 14      have read Argumentation (Chapter 16) and Solving Run-On Problems *Essay Essentials* **in-class summary, submit argumentation essay topic**
- Tuesday, September 19      have read Part 3 and Solving Modifier Problems *Essay Essentials*, **submit journal entry #3**
- Thursday, September 21      **library session**, have read The Parallelism Principle *Essay Essentials*
- Tuesday, September 26      have read Refining by Combining *Essay Essentials*,  
**journal entry #4**
- Thursday, September 28      **argumentative essay due**  
have read Mastering Subject-Verb Agreement
- Tuesday, October 3      have read Chapter 15 Comparison and Contrast and Using Verbs Effectively *Essay Essentials*, **journal entry #5, submit comparison essay topic**
- Thursday, October 5      have read Solving Pronoun Problems *Essay Essentials*, **submit comparison essay outline**
- Tuesday, October 10      have read Chapters 17-19 and Solving Pronoun Problems *Essay Essentials*, **journal entry #6**

Thursday, October 12	<b>in-class comparison essay</b>
Tuesday, October 17	review and preparation, <b>journal entry #7</b>
Thursday, October 19	grammar quiz #1
Tuesday, October 24	have read The Comma <i>Essay Essentials</i> , <b>journal entry #8</b>
Thursday, October 26	<b>research essay draft due (2 copies)</b> have read The Semicolon <i>Essay Essentials</i>
Tuesday, October 31	<b>presentations</b> , have read The Colon <i>Essay Essentials</i> , <b>journal entry #9</b>
Thursday, November 2	<b>presentations</b> , have read Quotation Marks <i>Essay Essentials</i>
Tuesday, November 7	<b>presentations</b> , have read The Question Mark, The Exclamation Mark, and Dashes and Parentheses <i>Essay Essentials</i> , <b>journal entry #10</b>
Thursday, November 9	<b>research essay due, presentations</b>
Tuesday, November 14	<b>presentations</b>
Thursday, November 16	Read Part 6 and The Hyphen <i>Essay Essentials</i> , <b>journal entry #11.</b>
Tuesday, November 21	Read The Apostrophe <i>Essay Essentials</i>
Thursday, November 23	Read Capital Letters and Numbers <i>Essay Essentials</i> <b>journal entry #12.</b>
Tuesday, November 28	Punctuation Quiz
Thursday, November 30	have read Hazardous Homonyms <i>Essay Essentials</i> , <b>journal entry #13.</b>
Tuesday, December 5	<b>in-class writing</b>
Thursday, December 7	revisions and conclusion All done!