



Preparatory Academic Writing: ELD 103-D01 Fall 2020

Course Outline

Calendar Description: This course prepares non-native English speakers for the demands of academic writing through reading, the writing process and research. The course includes instruction and practice in critical reading, thinking and writing; planning, composing, and revising essays; clarity and coherence of written ideas. Students will focus on correct grammatical and lexical usage.

☐ *Please note: Keep this outline for your records, especially to assist in transfer credit to post-secondary institutions.*

1. Instructor information

Instructor: Patrick Maguire

Email: patrick.maguire22@online.camosun.ca

Office Hours: Monday-Friday: online; by appointment

Voice/Video: via D2L Collaborate or Skype

2. Pre-requisites: C in ENGL 050, or English 11, or ELD 072, or assessment

Pre/Co-requisite: ELD 074

3. Intended Learning Outcomes:

Upon successful completion of this course a student will be able to:

1. Critically evaluate academic readings and literary essays for content, quality and logical development

- Evaluate argument for validity, reliability, and objectivity
- Recognize the organizational methods used to develop a topic or an argument
- Examine the connections between purpose, audience, and style in a variety of readings
- Recognize the difference between facts and opinions
- Recognize the difference between ideas and support
- Summarize, make inferences, draw conclusions and evaluate readings critically
- Select relevant sources of information for research purposes

2. Produce academic assignments using the writing process, including brainstorming, outlining, drafting, revising, and editing

- Identify purpose and audience in order to choose suitable language and organizational styles
- Connect ideas coherently
- Write various types of paragraphs and essays in and out of class
- Use concrete evidence such as statistics, quotations, and anecdotes in support

- Access, evaluate and use a variety of sources, which may include personal knowledge, interviews, print, and electronic based-media
 - Integrate research into an essay or report
 - Cite and document sources where necessary using MLA style
 - Edit written work for content, structure, grammar, punctuation, and usage
3. **Present information/ideas orally** using effective language in formal/informal situations
- Give and respond to feedback respectfully and appropriately
 - Collaborate with others in completing tasks
 - Recognize and respect intercultural diversity and individual differences
 - Select and use effective visual and/or auditory presentation aids

4. **Required Text:** *Clear Thinking and Writing, 2/e with English Plus*
SKU/ISBN: 978-1-59194-565-9 by John Langan

5. **Assessment/Evaluation** /200 points

Comparison & Contrast essay	30 pts	(timed)
Cause & Effect essay	30 pts	(timed)
Argument essay	30 pts	(timed)
Summary & reading tests (2)	30 pts	(timed)
Grammar quizzes	30 pts	(in-class)
Research bibliography	20 pts	
Textbook quizzes/exercises	30 pts	

7. **Grading System**

Below is the standard grading system used for this course.

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		1
0-49	F	Minimum level has not been achieved.	0

Participation:

It is the responsibility of the student to **communicate with instructor or classmate** regarding any missed assignments.

*Camosun Student **grading policy** at <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf>

*Camosun Academic **progress policy** at <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.1.pdf>

*Camosun Student **conduct policy** at <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.5.pdf>

Plagiarism: Camosun definition of plagiarism:

Representing the work of others as your own is plagiarism. Quote and cite sources in a way that gives proper credit and avoids plagiarism. When in doubt about how to acknowledge a source, consult your instructor. Plagiarism includes, but is not limited to, the following:

1. Submitting an entire assignment (e.g., paragraph, essay, report, lab report, technical drawing, exam, etc.) written by someone else. This is plagiarism even if you make revisions to the original.

2. Submitting an assignment in which you have copied or cut and pasted one or more passages from one or more other works or an internet site without enclosing those passages in quotation marks *and* providing clear, correct citations for those passages.

3. Submitting an assignment in which you take one or more ideas from another work(s) without citing them, even when you reword or put those ideas in your own words (that is, paraphrasing them). You *must* provide clear, correct citations for theories, arguments, facts, stories, or other information that you did not come up with on your own.

4. Submitting an assignment that an editor or tutor, whether amateur or professional, has partially or entirely rewritten for you. A tutor is not a copy editor. A tutor's role is to explain general principles of writing, grammar, syntax, punctuation, and spelling.

5. Submitting a group project which contains plagiarism. It is the responsibility of all members of the group to monitor the progress of the work to ensure that plagiarism does not occur.

Electronics

Students may not use recording devices without prior permission of instructor. However, the instructor's permission is not required when use of a recording device is sanctioned by the College's Resource Centre for Students with Disabilities in order to accommodate a student's disability and when the instructor has been provided with an instructor notification letter which specifies the use of a recording device. Recordings made are for the student's personal use only, and distribution of recorded material is prohibited.

Electronic devices (electronic dictionaries, cell phones, etc.) cannot be used during tests or in-class assessments (unless at the discretion of the instructor).