



**CAMOSUN COLLEGE**  
**School of Access**  
**English Department**

**092-D03**  
**Provincial English Composition**  
**Fall 2020**

**COURSE OUTLINE**

**Course Description**

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. ENGL 092 combined with ENGL 094 is equivalent to Provincial English 12. Students with a C+ in English 12 should enroll in ENGL 151.

Ω Please note: This outline will not be kept indefinitely. It is recommended students keep this outline for their records, especially to assist in transfer credit to post-secondary institutions.

The calendar description is available on the web @<http://camosun.ca/learn/calendar/current/web/engl.html>

**1. Instructor Information**

<b>(a) Instructor</b>	Brenda Proctor	
<b>(b) Office hours</b>	Wednesdays from noon until 1pm on Blackboard Collaborate or by appointment	
<b>(c) Location</b>	Paul 339	
<b>(d) Phone</b>	250-370-3358	<b>Alternative:</b> _____
<b>(e) E-mail</b>	proctorb@camosun.bc.ca	
<b>(f) Website</b>	<a href="https://online.camosun.ca/d2l/home/">https://online.camosun.ca/d2l/home/</a>	

**2. Intended Learning Outcomes**

**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 perspectives 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
- b) 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
- c) Summarize, make inferences, draw conclusions and critically evaluate
- d) Paraphrase main ideas in written material
- e) Distinguish between implicit and explicit messages
- f) Apply prior knowledge and experience to assist understanding of new material
- g) Use a variety of strategies and sources to gather and evaluate information, including print sources, library resources and the Internet
- h) Interpret details and draw conclusions from information presented in a variety of print and graphic formats, including electronic formats
- i) 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

## 3. Required Materials

- (a) Texts: Norton, Sarah, Brian Green, and Rhonda Dynes. *Essay Essentials*. (7th Ed.) Nelson, 2019.
- (b) *LaunchPad Solo for Readers and Writers* Digital Access codes via 9781457656255, Macmillan.

## 4. Course Content and Schedule

**Class Time:** Each week's material will become available on Mondays at 1pm. You will usually have until Sunday at midnight (6 days) to complete that week's participation requirements.

**Class Dates:** Sept 8-Dec 12, 2020

**Class Location:** [online.camosun.ca](http://online.camosun.ca)

## 5. Basis of Student Assessment (Weighting)

ASSIGNMENTS	VALUE
Process paragraph	5%
Summary assignment	5%
Interview essay	10%
Exploratory writing assignments	10%
Midterm persuasive essay	10%
Research Essay Proposal with bibliography (required for essay topic approval) Peer review 5% Research essay 20% Research presentation 10%	35%
Grammar on Launchpad	15%
Contributions to discussion and writing practice forums	10%
<b>Total</b>	<b>100%</b>

## 6. Grading System

- Standard Grading System (GPA) (see 8.A below)
- Competency Based Grading System

## 7. Recommended Materials to Assist Students to Succeed Throughout the Course

**English Help Centre (EHC)** - <http://camosun.ca/services/help-centres/> The EHC provides one-on-one support for writing, including organizing ideas, helping with grammar, generating thesis statements, providing essay feedback, etc.

**Centre for Accessible Learning (CAL)** - <http://camosun.ca/services/accessible-learning/> CAL “provides a wide range of services and educational accommodations for students with a documented disability, including anxiety and depression. The centre’s faculty and staff are available on both campuses to arrange services and supports such as classroom and exam accommodations, accessibility assistance, and to act as a resource for students, faculty and staff.”

## 8. College Supports, Services and Policies



### Immediate, Urgent, or Emergency Support

If you or someone you know requires immediate, urgent, or emergency support (e.g. illness, injury, thoughts of suicide, sexual assault, etc.), **SEEK HELP**. Resource contacts @

<http://camosun.ca/about/mental-health/emergency.html> or <http://camosun.ca/services/sexual-violence/get-support.html#urgent>

### **College Services**

Camosun offers a variety of health and academic support services, including counselling, dental, disability resource centre, help centre, learning skills, sexual violence support & education, library, and writing centre. For more information on each of these services, visit the **STUDENT SERVICES** link on the College website at <http://camosun.ca/>

### **College Policies**

Camosun strives to provide clear, transparent, and easily accessible policies that exemplify the college's commitment to life-changing learning. It is the student's responsibility to become familiar with the content of College policies. Policies are available on the College website at <http://camosun.ca/about/policies/>. Education and academic policies include, but are not limited to, Academic Progress, Admission, Course Withdrawals, Standards for Awarding Credentials, Involuntary Health and Safety Leave of Absence, Prior Learning Assessment, Medical/Compassionate Withdrawal, Sexual Violence and Misconduct, Student Ancillary Fees, Student Appeals, Student Conduct, and Student Penalties and Fines.

### **Student Responsibilities**

#### **Welcome!**

- Please feel welcome to ask questions. If you do not understand something, or if you find yourself stuck, **seek help**. In addition to the website and texts listed above, resources include your instructor, the English Help Centre, research librarians, counseling services, the **Eyē? Sqā'lewen** office, and the Centre for Accessible Learning.
- Please contribute to an atmosphere of mutual respect and collaboration. Speak, write and act with integrity and sensitivity, mindful of how one's words, actions, and attitudes affect others. Please listen and read carefully with an open mind, valuing differing viewpoints.
- Please use the discussion forum help area for short and simple questions. If your question is more personal, such as about the need for an extension, please email your instructor. Your instructor won't comment on assignment drafts over email. If you have questions or concerns about anything pertaining to the course, please email your instructor at any time. If you don't receive a response to your email within 48 hours Monday-Friday, please resend it.
- Please drop by Collaborate (a virtual office) during posted office hours with questions, concerns, or just to say hello.

#### **Online Class Time**

- Regular attendance and course work are essential for the successful completion of this online course just as it would be for a face-to-face course. Be sure to have a time management plan in place so you schedule regular intervals to work on the course. There are deadlines every week, so be sure to keep track of your responsibilities.
- Be sure to post in the Discussion forums in a timely manner.

#### **Tests and Assignments**

- Completion of all major assignments is mandatory to successfully complete the course.
- If not otherwise noted, assignments will be due in the Assignments area on D2L before the posted deadline. Computer problems are not an excuse.
- Assignments handed in late will receive a 2% per day deduction and will not receive written feedback. Assignments will not be accepted one week after the deadline or beyond the class completion date. Once marked assignments have been returned to the class, late ones will no longer be accepted for submission without approval of the instructor.
- If you need to miss a test or the due date of an assignment, you must inform the instructor before the class. You will need a counsellor's or doctor's note to be granted permission to write a test at a later date, and it must be written within two weeks of the original test date.
- Please keep a photocopy or electronic copy of all the assignments you submit in case work is lost, damaged or misplaced. Also, save all graded assignments until the completion of the course.
- Assignments must be typed and double-spaced, using a 12pt Times New Roman font and must

include the student's name, the title of the assignment, the name of the course, the instructor's name, and the date in the upper left corner of the first page.

### D2L Materials

Please note that course material is designed for use as part of English 092 at Camosun only and is the property of the instructor and Camosun unless otherwise stated. Third party copyrighted materials (such as book chapters and articles) have either been licensed for use in this course or fall under an exception or limitation in Canadian Copyright law. Copying this material for distribution (e.g. uploading material to a commercial third-party website) can lead to a violation of Copyright law.

### Plagiarism

Students are expected to do their own writing on all assignments. You may get feedback on your writing from the English Help Centre (highly recommended). However, copying another person's writing; having someone else write all or even part of your composition; using another person's ideas without 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.

Any student found to have cheated on any assignment will automatically receive a mark of 0 on that assignment, and any instances of plagiarism may incur more severe penalties as outlined in the college calendar.

## A. GRADING SYSTEMS <http://www.camosun.bc.ca/policies/policies.php>

The following two grading systems are used at Camosun College:

### 1. 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

### 2. Competency Based Grading System (Non GPA)

This grading system is based on satisfactory acquisition of defined skills or successful completion of the course learning outcomes

Grade	Description
COM	The student has met the goals, criteria, or competencies established for this course, practicum or field placement.
DST	The student has met and exceeded, above and beyond expectation, the goals, criteria, or competencies established for this course, practicum or field placement.
NC	The student has not met the goals, criteria or competencies established for this course, practicum or field placement.

## 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://www.camosun.bc.ca/policies/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.