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|  | <p><b>School of Arts &amp; Science</b><br/> <b>ENGLISH DEPARTMENT</b></p> <p><b>ENGL 150- 027</b><br/> <b>English Composition</b><br/> <b>2006F</b></p> |
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## COURSE OUTLINE

The Approved Course Description is available on the web @ \_\_\_\_\_

Ω Please note: this outline will be electronically stored for five (5) years only.  
It is strongly recommended students keep this outline for your records.

### 1. Instructor Information

|     |               |   |                    |
|-----|---------------|---|--------------------|
| (a) | Instructor:   | Thea Todd   |                    |
| (b) | Office Hours: | Tuesday, 5-6; Thursday, 5-6; Saturday, 1-2; or by appointment   |                    |
| (c) | Location:     | Paul 326  |                    |
| (d) | Phone:        | 3342  | Alternative Phone: |
| (e) | Email:        | <a href="mailto:toddt@camosun.bc.ca">toddt@camosun.bc.ca</a><br>(Please be sure to put both "ts" in my e-mail address. Thanks!) |                    |
| (f) | Website:      |   |                    |

### 2. Intended Learning Outcomes

*(No changes are to be made to this section, unless the Approved Course Description has been forwarded through EDCO for approval.)*

Upon completion of this course the student will be able to:

1. Write expository prose for various purposes and audiences.
  - Develop a mature writing process, which may include prewriting, planning, drafting, conferring, revising and editing/proofing.
  - Select and use rhetorical patterns purposefully.
  - Write correct, clear, cohesive, and effective English.
  - Vary style purposefully through manipulating sentence rhythms, sentence variety, vocabulary and figurative language.
2. Read mature expository and persuasive prose by student and professional writers.
  - Vary their reading approach for different purposes such as research and criticism.
  - Analyze expository prose by identifying controlling ideas, supporting ideas, dominant rhetorical pattern, tone and features of style.
  - Summarize expository prose in their own words to reflect coherently the original's ideas, organization, and tone.
3. Research topics for expository papers.
  - Use a variety of sources, which may include personal knowledge, interview, print, and other media.
  - Choose to summarize, paraphrase, or directly quote from sources.
  - Integrate the results of research into expository papers.

- Document sources fully and ethically, according to specified bibliographic conventions.

### 3. Required Materials

|     |       |  |
|-----|-------|--|
| (a) | Texts | Own a good dictionary.<br>M. Garrett Bauman. <i>Ideas &amp; Details</i> 5 <sup>th</sup> edition<br>Recommended: Diane Hacker, <i>Pocket Style Manual</i> 4 <sup>th</sup> ed. |
| (b) | Other |  |

### 4. Course Content and Schedule

(Can include: class hours, lab hours, out of class requirements and/or dates for quizzes, exams, lectures, labs, seminars, practicums, etc.)

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### 5. Basis of Student Assessment (Weighting)

(Should be linked directly to learning outcomes.)

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|-----|---|--|
| (a) | Assignments                                       | <p><b>Assignment Due Dates and Other Important Dates</b></p> <p>Workshop Paragraph Portfolio: 19 September<br/>         Fee Deadline: 19 September<br/>         Paragraph Portfolio: due 21 September (10%)<br/>         Summary (in-class): 21 September (5%)<br/>         Workshop Letter: 28 September<br/>         Letter due: 3 October (10%)<br/>         Workshop Short Essay: 19 October<br/>         Short Essay: due 26 October (10%)<br/>         Last day to withdraw from classes without failure: 7 November<br/>         Progress Report: due 14 or 16 November (10%)<br/>         Annotated Bibliography: due 23 November (10%)<br/>         Workshop for Research Essay: 28 November<br/>         Research Essay: due 5 December (25%)<br/>         Final In-Class Writing Project: 7 December (10%)<br/>         Miscellaneous Work (tests; in-class writing): due throughout (10%)<br/>         Last class: 7 December</p> <p>Miscellaneous Work may not be made up if missed. If you will have an unavoidable absence, please speak to me ahead of time.</p> |
| (b) | Quizzes   |  |
| (c) | Exams   |  |
| (d) | Other<br>(eg, Attendance,<br>Project, Group Work) |  |

Most of the writing we do this term will be workshoped. Students will meet in pairs to read and discuss work in progress. We will be writing in 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.

More technical assignments, such as grammar tests, will be evaluated for accuracy. Essays receive more complex evaluation. I look for organization, originality of ideas, and effectiveness of details used in support. Accurate grammar and spelling are, of course, essential to good writing. I also look for your particular developing voice or style. Although we will briefly review grammar in each class, students are responsible for reviewing the grammar section in the textbook (Chapter 16) and will be tested several times on this section.

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 well beforehand.

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 final in-class writing project, will fail the course. It is up to you to make sure that all of your assignments are handed in.

Out-of-class assignments are to be **typed and double-spaced**. Please don't forget to put your full name on your paper. Keep a photocopy or disk copy of all assignments.

There will be written guidelines for each major assignment. (See also list of due dates below.)

I suggest that you keep all of your essays and other writing assignments, along with drafts, in a folder. I may ask to see previous work.

## 6. Grading System

*(No changes are to be made to this section, unless the Approved Course Description has been forwarded through EDCO for approval.)*

### Standard Grading System (GPA)

| Percentage | Grade | Description                          | Grade Point Equivalency |
|------------|-------|--------------------------------------|-------------------------|
| 95-100     | A+    |                                      | 9                       |
| 90-94      | A     |                                      | 8                       |
| 85-89      | A-    |                                      | 7                       |
| 80-84      | B+    |                                      | 6                       |
| 75-79      | B     |                                      | 5                       |
| 70-74      | B-    |                                      | 4                       |
| 65-69      | C+    |                                      | 3                       |
| 60-64      | C     |                                      | 2                       |
| 50-59      | D     |                                      | 1                       |
| 0-49       | F     | Minimum level has not been achieved. | 0                       |

### 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 [camosun.ca](http://camosun.ca) or 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. |

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 E-1.5 at [camosun.ca](http://camosun.ca) for information on conversion to final grades, and for additional information on student record and transcript notations.

## 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, at Student Services or the College web site at [camosun.ca](http://camosun.ca).

Two services of particular interest to writers:

#### **Camosun Writing Centre**

Dawson 207  
370-3491

#### **Language Help Centre**

Ewing 202  
370-3676

### STUDENT CONDUCT POLICY

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

[ADDITIONAL COMMENTS AS APPROPRIATE OR AS REQUIRED](#)