

	School of Arts & Science ENGLISH DEPARTMENT ENGL 250- D01 & D02 Advanced Composition Quarter or Semester/Year
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COURSE OUTLINE

The course description is online @ <http://camosun.ca/learn/calendar/current/web/engl.html>

Ω Please note: the College electronically stores this outline for five (5) years only.
It is **strongly recommended** you keep a copy of this outline with your academic records.
You will need this outline for any future application/s for transfer credit/s to other colleges/universities.

1. Instructor Information

(a)	Instructor:	Raj Mehta		
(b)	Office Hours:	Online Virtual Hours – Tues/Thurs 9-10am		
(c)	Location:	D2L		
(d)	Phone:	3328	Alternative Phone:	
(e)	Email:	Internal D2L		
(f)	Website:	D2L		

2. Intended Learning Outcomes

(No changes are to be made to these Intended Learning Outcomes as approved by the Education Council of Camosun College.)

As a result of taking this course the student will be able to:

1. Identify:
 - a) Different types of non-fiction prose (e.g., memoir, personal essay, review editorial, speech, expository essay, research essay).
 - b) A variety of rhetorical strategies (e.g., description, narration, comparison and contrast, classification, cause and effect, persuasion).
 - c) The relationship among speaker, audience, and material.
2. Outline the structure of a work of non-fiction prose.
3. Evaluate the effectiveness of form, structure, and style (e.g., sentence types, sentence variety, vocabulary, figures of speech) in a range of non-fiction prose, both published and unpublished.
4. Compose different types of non-fiction prose.
5. Compare, select, and employ a variety of structures, rhetorical strategies, and styles.
6. Revise their own writing according to various articulated standards of evaluation (their own, their peers', their instructor's, the marketplace's).

3. Required Materials

- (a) Texts
 - Becky Bradway & Doug Hess, *Creating Nonfiction*
- (b) Other

4. Course Content and Schedule

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

Posted online as a weekly schedule

5. Basis of Student Assessment (Weighting)

(This section should be directly linked to the Intended Learning Outcomes.)

- (a) Assignments

There are required readings - all the external links in the weekly schedule. This is where your own discipline comes in. The whole course is self-directed - if you don't work well on your own, you don't belong in an online course!

Your grade this semester will be based primarily on three main writing assignments (memoir, critical review, reflective essay) and five journal postings to text readings (*and* responses) over the term. Let's look at each of these in a little more detail.

1. 15%: Personal Essay/Memoir - This essay should link an experience relevant to a larger observational point about life. Your primary source will be individual experience (2-3 pages).
2. 20%: Criticism/Review - This essay will be an extended review of some (pop) cultural event: live or recorded music, film, theatre performance, book, lecture, a protest rally, food/restaurant, a sporting event, etc. Your goal will be to describe and evaluate the event. Your primary source will be just the item under review - no formal research is required but clearly any material used or consulted (for example a program for a play; a CD booklet) must be cited (2-3 pages).
3. 25%: Reflective Essay - This essay should be a reflection of sorts in the sense that it should demonstrate knowledge and command of the topic - something argumentative. This paper should include some formal research - at least four sources - and be formal in tone and focus (4-5 pages).
4. 30%: Journal Postings - You are required to post to the discussion board five times over the term. The posting gives you a chance to both reflect on the required reading and your writing each week. While the journal postings need not be formal (I mark these for content, not expression as such), I presume some thoughtfulness here. Obvious hastiness or lack of effort will undermine your posting grade. I presume much effort here so please do devote considerable time and effort to responding to the journal questions. Your journals give me a sense for how well you are keeping pace with the course material so you are expected to illustrate your understanding of the various readings (in text and the online links).
5. 10%: Participation and Journal Responses - Active participation in discussions of the readings and course content is a requirement of this course. Work must be completed by the deadlines in courtesy to other students and to the instructor. You are expected to respond to *at least 5 journal postings* of 5 *different* students over the term. Your responses are not to be too cursory. Each response should be about 150 words in length. Students that fulfill the basic requirement for the responses (5 responses) will receive 7-8 out of the possible 10 marks. Students who show more commendable effort will receive full marks on the portion for their participation. The D2L server logs when you access the course and what portions of the course you have read. I factor the logs into the calculation of your final participation mark.

A word about grading standards: Merely fulfilling the terms of an assignment, and doing so in a competent, reasonable manner, is generally only enough for a grade in the 'B' range. 'A' grades will only be awarded when work demonstrates notable creativity, insight and excellence. This course assumes your writing (language wise) is error free. This is not a grammar course, but a course meant to enhance your writing style. As such most grades are driven by content-level issues. As this is an online course, there are issues with inserting comments on uploaded documents. This is in part because of compatibility issues between platforms and versions of software, but also because there is no set standard for formatting comments online. As such, please note that my comments are usually itemized at the bottom of

submitted assignments. If you require more specific feedback, please make an appointment to see me.

All marked work is given *only a letter grade* to reflect the value of the submitted work.

Marks are usually based on organization, quality of ideas and support, style and grammar, according to the following criteria:

A Range (80 - 100%) Superior level of achievement - worth consulting; exceptional insight into material or topic; detailed, significant discussion; effective organization for paper's purpose; fluent, error-free expression

B Range (70 - 79%) High level of achievement - worth keeping; competent treatment of material or topic but with less originality or perception than an A paper; full but not so detailed discussion as for A; organization contributing to sense but remaining workmanlike; expression free of errors

C+ (65 - 69%) More than satisfactory level of achievement; sound content, reasonably well organized; clear but somewhat mechanical organization; some errors that confuse flow and sense; may display content at the B or even A level but with a few serious mechanical errors.

C (60 - 64%) Sufficient level of achievement to proceed with next level – readable; acceptable but with commonplace content and/or inadequately supported; mechanical and/or confusing organization/expression

D (50 - 59%) Minimum level of achievement for which credit is granted – needs editing/reworking; limited content, incomplete organization; frequent errors in expression that confuse sense

F (Below 50%) Minimum level not achieved; inadequate or inaccurate content; incoherent organization; many errors in expression and lacks apparent effort

COURSE POLICY

Participation:

-This course requires participation by class members with weekly postings and peer review work, so it is important that you follow the weekly requirements. Postings are required.

-Avoid 'binge' postings – you are required to post according to the weekly schedule. Binge postings *will not be credited* for class participation marks.

-You are also responsible for completing all of the course material, so work incomplete will amount to a failure in the course.

Assignments:

-Assignments are mandatory and due according to the dates & times specified. Late work will not be accepted (except under extraordinary circumstances) and will receive a grade of 0 (zero).

-Assignments are uploaded into the drop box online ONLY. Do not e-mail assignments.

-The required format for all uploaded assignments is Rich Text Format (RFT) or .doc (.docx). If you cannot submit in this form, do not take this course.

-If you need technical assistance, confer with desupport@camosun.bc.ca – I only administer to course content, not computer matters.

-Please note that you are expected to anticipate online and computer glitches. Anticipate deadlines and note that exceptions will not be made for technical problems.

-Please keep a copy of all work - including material you hand in - until final marks have been posted.

Email Policy:

-I do not respond to queries via email I assume you can figure out with some effort and consideration on your part. Go to the library and look things up first or confer with a text that provides some guidance. If you still need some clarification about some matter, confer with me in person rather to email me if possible, to discuss course matters. However, I fully appreciate that this is an online course and that I am here to help and support you in whatever way I can about course content – just know I need you to meet me half way. For those out of town, it might not be logistically possible to meet. Rest assured that you have all the help I can offer.

-PLEASE NOTE: I commit to the course as any in-class one. Hence I usually schedule two blocks of time each week to tend to course issue. Each block is usually the same amount of time as in-class one. While I make every effort to check email regularly, I would appreciate at least 48 hours to respond to questions/problems and do not respond on weekends.

Academic Honesty:

I develop a sense for the style and syntax of your writing, and it is relatively clear when a written submission is not representative of your work. Because the files are electronic in form, they are put through www.plagiarism.org to check against to breaches against proper citation. Plagiarism is a serious offence. All offences will be reported and will result in a failing grade for the course. If you have any questions about source materials you are using, talk with me before turning in the assignment in question. Students are assumed to be familiar with the academic policies in the Camosun Calendar.

- (b) Quizzes
- (c) Exams
- (d) Other (e.g., Attendance, Project, Group Work)

6. Grading System

(No changes are to be made to this section unless the Approved Course Description has been forwarded through the Education Council of Camosun College for approval.)

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

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 E-1.5 at camosun.ca for information on conversion to final grades, and for additional information on student record and transcript notations.

Temporary Grade	Description
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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, due to design may require a further enrollment in the same course. No more than two IP grades will be assigned for the same course. <i>(For these courses a final grade will be assigned to either the 3rd course attempt or at the point of course completion.)</i>
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, at Student Services, or the College web site at camosun.ca.

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 the College web site in the Policy Section.

ADDITIONAL COMMENTS AS APPROPRIATE OR AS REQUIRED