



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:	Mon, Wed 12:00-1:00 (Interurban); Tue, Thu 1:30-2:30		
(c)	Location:	Paul 318; Interurban CC 119A		
(d)	Phone:	3328	Alternative Phone:	
(e)	Email:	mehta@camosun.bc.ca		
(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.)

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
Birks, Eng, and Walchli: *Landmarks*
(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.)

5. Basis of Student Assessment (Weighting)

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

(a) Assignments

Due Date	Assignment	Percentage Value
Weekly	Participation	15%
January 19 th	Evaluation of Source	10%
February 9 th	Plan	10%
February 21 st	Midterm Essay (instructions will be emailed at noon on the 21 st).	20%
March 5 th	Outline	10%
Exchange drafts with peer editing partner March 28 th (students will be paired up via email) April 4 th Editing Worksheet Due	Draft Peer Review	10%
April 13 th	Final Paper	25%

(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
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. (For these courses a final grade will be assigned to either the 3 rd course attempt or at the point of course completion.)

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.
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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

Participation:

This course requires participation by class members so it is important that you follow the weekly requirements. The journal questions and logs are meant for your benefit and the readings are to provide you with prose models to consider and emulate to some extent. I retrieve stats on your log in times and the amount of time you spend on course content. I look to see you have paced yourself over the term (rather than more occasional course access).

Assignments:

If you miss assignments you fail the course – all 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. Please note that you are expected to anticipate online and computer glitches. This is an online course, so I presume some familiarity with computer skills – I cannot workshop students through computer-related concerns. Please anticipate deadlines and note that exceptions will not be made for technical problems.

Do not e-mail assignments. All assignments must be uploaded in the drop box. Please keep a copy of all work - including material you hand in - until final marks have been posted.

Email Policy:

While I make every effort to check email regularly, I would appreciate up to two days to respond to questions. 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 the course and student questions. I do not administer to the course at other times – nor in the evenings or 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. Plagiarism is a serious offence. All offences 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 and Procedures” in the Camosun Calendar.