



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:	M 11:30- 13:30; W 16:00-17:30 (or by appointment)		
(c)	Location:	Paul 318		
(d)	Phone:	370-3328	Alternative Phone:	
(e)	Email:	mehta@camosun.bc.ca		
(f)	Website:	http://online.camosun.ca/		

2. Intended Learning Outcomes

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

This course is an introduction to techniques of writing nonfiction: expository writing which combines characteristics of literature, journalism and the personal narrative. The familiar fundamentals of effective persuasive writing - providing a clear context and warranted reasons and evidence in support of a claim - are necessary underpinnings for an exploratory and reflective writing style and you've had some experience of course, writing basic research papers. This course assumes students have a certain maturity in their prose and self-awareness as writers. Focus in this class is on development of the writer's literary voice and style to explore experience (family, culture, community, travel, health, and historical or personal history, for example) with emphasis on the creative use of setting, character, narrative action and arc, motif, symbol, and possible archetypal themes. The idea is to expand our sense for nonfiction from the standard essay to the range of other forms like (for example) memoirs and reviews. Text readings will be used as prompts, models, or jumping-off points for students to produce writing but the course is designed to be rather open and flexible in approach and topics you might pursue. The course will involve intensive reading and writing and offers practice in writing a variety of prose forms. Stress is placed on developing the student's ability to order and structure material into its most effective form. Individual assignments will be written weekly over the semester and range from 500 to 2,000 words (course total of 5,000-5,500 words).

3. Required Materials

None – readings to be supplied.

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

1. 25%: 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. 25%: Criticism/Review - This essay will be an extended review of a cultural event: live or recorded music, film, theatre performance, book, lecture, consumer good, food/restaurant, sporting event, etc. Your goal will be to describe and evaluate 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/Article - This essay should be a reflection of sorts in the sense that it should demonstrate knowledge and command of the topic – much like the more traditional argumentative essay you've written in the past. The idea here is that you think of a the essay as a feature article in a publication of some sort. This paper should include some formal research – at least four sources and be formal in tone and focus (4-5 pages).

4. 25%: Journal Postings & Participation – 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 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 and also illustrate your understanding of the various readings. You are also 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. 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.

(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. <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.
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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.

NOTE: 80% attendance is a requirement of the course. Failure to attend class regularly without proper documentation will result in forfeiture of the 20% "participation" grade. The instructor reserves the right to refuse to accept assignments from any student who is persistently absent from the class.

ADDITIONAL COMMENTS AS APPROPRIATE OR AS REQUIRED

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 – range grades will only be awarded when work demonstrates notable creativity, insight and excellence.

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

Attendance:

Though this is an online course, I presume "attendance" in the sense that the course requires participation by class members, so it is important that you contribute to the in order to class discussions. You are assumed to be reading and responding to course content. Note too that I assume you are privy to any course content changes or modifications to due dates for required work as these are posted online only.

Assignments:

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) - no partial marks for late assignments are administered. If you do not hand in an assignment you FAIL the course. Do not e-mail assignments- post to the drop box. Please keep a copy of all work - including material you hand in - until final marks have been posted.

Email Policy:

The best way to contact me is through D2L email. Please make sure that you define a clear subject line and note that while I make every effort to check email regularly, I would appreciate at least 48 hours to respond to questions/problems. Students rushing to do things at the last moment and that send hasty emails invariably cast the impression of not being conscientious. I will not answer questions over email that have been canvassed in the course notes.

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. Please make sure that all your work is your own; appropriating others' work, cutting and pasting from the web, failing to properly acknowledge sources, recycling work from a previous class, or other forms of plagiarism or academic dishonesty are grounds for failure and further disciplinary action. Plagiarism is a serious offence. All offences will be reported. 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.