



CAMOSUN COLLEGE
School of Arts & Science
Department of English

ENGL-151-012
Academic Writing Strategies
Winter 2019

COURSE OUTLINE

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

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.

1. Instructor Information

(a) Instructor	Candice Neveu
(b) Office hours	Wednesdays 5:00 – 5:50 or by appt
(c) Location	Paul 322, Lansdowne Campus
(d) Phone	250-532-5041 (call/text)
(e) E-mail	neveuC@camosun.bc.ca
(f) Website	https://online.camosun.ca/d2l/home/145238

2. Intended Learning Outcomes

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

1. Form critical responses to ideas.

- Distinguish between fact and opinion.
- Analyse and articulate the reasoning behind an argument.
- Demonstrate a critical examination of ideas through close reading, inquiry, divergent thinking, evaluation of evidence and interpretation, as well as an understanding of rhetoric, reason, logic and word usage.
- Produce writing under exam conditions, as well as outside class.
- Differentiate academic and non-academic writing.

2. Write in an academic style common to multiple disciplines.

- Approach writing as an active exploration of multiple perspectives on a topic.
- Compose effective summaries.
- Select and use rhetorical patterns purposefully.
- Employ a comprehensive writing process, which includes prewriting, focusing, planning, multiple drafting, conferring, revising and editing/proofing.
- Develop an argument with a controlling thesis; write unified, coherent paragraphs, including effective introductions, transitions and conclusions in correct, clear, effective English.
- Develop effective, focused research questions.
- Demonstrate control, clarity and cohesion in the development and organization of ideas.
- Vary style purposefully for planned rhetorical strategies.
- Write for specific results.
- Critique his/her own and others' writing.

3. **Read and analyze complex texts from various academic disciplines.**
 - Vary reading approaches for different purposes, such as personal response, persuasion, and criticism.
 - Participate and engage in a dynamic, stimulating exchange of ideas based upon close textual readings.
 - Discuss and debate text using terminology appropriate to the discipline and context of those texts.
 - Analyze textual readings, which may include visual texts, by identifying controlling ideas, supporting details, dominant rhetorical pattern, subtext, tone and stylistic features.
 - Summarize readings to reflect coherently the original's ideas, purpose, organization, and tone.
 - Critically read your own and others' writing.
4. **Demonstrate information literacy skills.**
 - Determine the nature and extent of the information needed.
 - Know and use what information resources are available, in different formats.
 - Use print and electronic resources effectively and efficiently.
 - Evaluate sources for authority, relevance, reliability, currency and other criteria.
 - Incorporate and integrate research through correct use of summary, paraphrase and quotation.
 - Document sources fully and ethically, according to specified bibliographic conventions.
5. **Develop self-awareness as an academic writer and contributor.**
 - Articulate one's position in a critical debate of ideas.
 - Reflect on one's own writing for continuous improvement.

3. Required Materials

- (a) Texts: *English 151 Academic Writing Strategies Coursepack*, A. Martfeld
- (b) A binder or notebook for writing, taking notes, and keeping track of handouts and graded work
- (c) Access to a computer for research, to access D2L, and for printing assignments as needed

4. Course Content and Schedule

Class time & location: Wednesday evenings, Young Rm. 220, Lansdowne Campus, 6:00 – 8:50 p.m.

See our D2L course site for the course content schedule and required readings.

5. Basis of Student Assessment (Weighting)

- (a) Assignments

Assignment	Weighting	Due*
Diagnostic	0%	Week 1
Short Writing Assignments	15% (3x 5%)	Weeks 2, 3, 4
Critical Response	10%	Week 6
Research Proposal	10%	Week 8
Analysis Essay	15%	Week 10 (in class)
Research Outline	5%	Week 11
Research Essay	25%	Week 14
In-class writes & reflections	10%	Ongoing (in class)
Participation	10%	

* See D2L for specific dates. Subject to change, but notice will be given in class and discussed.

- (b) Other: Participation (based on attendance, peer review, engagement group/class activities)

(c) Course Policies and Expectations: Please read the policies below carefully and refer to them prior to submitting work or when you have questions about missing classes or assignments.

i. Submitting Assignments

- All assignments are due in class on the due date, either at the start or end of class.
- When you submit your assignment, you are claiming that work is being completed by you and according to the standards of academic integrity expected of you by the college.
- Assignments should be completed and formatted according to the assignment details.
- Assignments should be submitted and formatted according to the assignment requirements and standard academic conventions.

ii. Late Assignments

- Assignments that are not submitted as required will lose 10% per day late, starting on the day the assignment is due. I encourage you to speak to me in class to get approval for email submission.
- Assignments still not submitted a week after the due date will receive a grade of zero.
- Managing technical difficulties is your responsibility and do not count as an excuse to waive late penalties. It's a good habit to back up your assignment to a USB stick so you can print them on different computers or printers.

iii. Missed Assignments/Emergencies

- If you know of a conflict with an assignment **before** the due date, I am willing to discuss alternate arrangements for submission. Last minute requests (within 48 hours of the due date) or appeals after the due date **will not be considered** except in cases of serious personal or medical situations.
- It is your responsibility to get in touch with me as soon as you can to discuss missed assignments.
- In-class assignments must be handed in/written on the dates they are held or a mark of 0 will be given. They will not be rescheduled except in cases of serious personal or medical hardship. **Note:** I may require documentation/proof to support your claim.

iv. Attendance & Lateness

- This is entirely a face-to-face course so you are expected to attend every class meeting in its entirety. Missing 3 or more classes or portions of class puts your success in the class in jeopardy. Your likelihood of passing this course with little to no attendance is extremely thin. If you have work obligations that overlap with this course, please take this course at a different time.
- Please let me know ahead of time if you know you will be late and try to be as minimally disruptive as possible when you do arrive. You will be responsible for catching up in a way that doesn't interfere with the learning and teaching going on in the class.
- Our D2L site supports the course and is a way to stay on top of what is going on. I will make announcements that way, as well as post course materials and readings. If you are absent, make sure to check there first.
- Repeated lateness will not be tolerated as it is disruptive and disrespectful to me and your peers, and will be addressed according to the approach laid out in the Student Conduct policy.

v. Participation & Conduct

- Our class is a professional space, so respectful conduct and behavior is expected at all times, which includes a willingness to be open to diverse opinions and views.
- You are expected to come to class prepared to actively engage in discussion and activity. This means that you must complete all required readings ahead of time, bring your textbooks with you, and have pen/pencil and notebook or binder to take notes and engage in writing.
- Digital devices such as phone, laptops, and tablets should not be used during class unless required for an activity. Texting, checking social media, or listening to music disengages you from the class and is disrespectful. Regular disruptions of this type will result in an automatic zero for participation and will be addressed according to the approach laid out in the Student Conduct Policy.

6. Grading System

Standard Grading System (GPA)

Competency Based Grading System

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

- (a) 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.
- (b) Writing Centre Support: For extra support with your writing, the Writing Centre staff are there to assist you. There is a centre at both Interurban and Lansdowne Campuses. You can access information on booking an appointment or accessing writing resources from their webpage: <http://camosun.ca/services/writing-centre/>
- (c) D2L: This is the online platform that Camosun uses to support learning. Our course has a D2L site and you should check it regularly for resources, assignment information, news, and grades.

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.

A. GRADING SYSTEMS <http://camosun.ca/about/policies/index.html>

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://camosun.ca/about/policies/index.html> 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.