



CAMOSUN COLLEGE
School of Arts & Science
Department of English

ENGL-151-023
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	Maureen Niwa, Ph.D. English
(b) Office hours	Tuesday 10:00-11:00pm & Friday 10:00-11:00am, and by appointment
(c) Location	CC 118A
(d) Phone	250 370 3355 Alternative: 250 580 6151 (cell)
(e) E-mail	niwa@camosun.ca

2. Intended Learning Outcomes

Upon completion of this course the 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.

3. 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.
4. 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 - Texts

1. *ENGLISH 151 Academic Writing Course Pack* – Instructor: Maureen Niwa – please make sure that my name is on it!
2. *The Broadview Pocket Guide to Citation and Documentation*, Second Edition, by Maureen Okun and Nora Ruddock

4. Course Content and Schedule

Classes: Tues., 8:30-9:50am in CBA 116; Friday 8:30-9:50am in Portable A, Room 101

Objective: This course develops your own voice in writing within a particular style of writing called the *academic style*. This style calls for attention to structure, content and development of ideas and details. Academic writing offers divergent and critical ways of reading, writing, thinking, and being that shape and infuse your responses. In this course, you will examine your own ideas and assumptions critically; you will engage with, and reflect on, the ideas of others. In this course, you will be able to choose what you write about in relation to specific topics. You will learn to position and express your thoughts in ways that are visible, well-supported, and defensible. You will learn to read with curiosity and inquiry. You will write different styles of essays as well as deliver a well-organised, engaging oral presentation.

5. Basis of Student Assessment (Weighting)

(a) Assignments:	Descriptive Paragraphs Visual Analysis Research Project (Biblio, Pres. & Essay)	5% 10% 45%
(b) Exams:	Midterm Final Exam (during exam period)	15% 20%
(c) Other:	2 Graded Workshops	5%

* For a detailed description of assignments/due dates, see [Class Schedule](#) handout.

6. Grading System

Standard Grading System (GPA)

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

For You: This is a first year college/university level class. The assignments are challenging and the expectations/grading standards are high! **If you can commit the time needed for this course, attend all classes, and aim for your personal best, each time, for every assignment,** and seek help when you need it, you will do well!

If you feel that this class is beyond your current skill level, come see me soon. There are ways to support you. If you feel that you know these skills already, *stay and attend class.* Skill grows with practice; this course will take your writing to the next level.

Class Environment: This class is a shared environment where we are all learners—where we also have fun, and feel free to express ourselves. New knowledge comes when we learn collaboratively, and feel connected. **Respect for each other, and the many divergent views we will encounter in this course, is required.** Together, we will write the “Group Norms” that will guide our relationship and create our classroom environment.

If you are triggered by any material, comments or behaviors in the class, please come and speak to me directly. I am committed to supporting you in this class.

WHAT DO I NEED TO KNOW?

Written Assignments: Assignments must be submitted as hard copies (on paper), and at the beginning of class on the assigned due dates. **There are no electronic or late submissions.** The only exception will be one assignment an emergency with valid documentation. *You may submit ONE assignment one week late; this assignment will not receive comments—just a letter grade and percentage.* **Please back up all assignments,** including exams.

All assignments must be typed, double-spaced, and follow the **formatting guidelines** in the course pack. There are no re-writes. There are no make-ups for exams, unless you submit documentation verifying an emergency and the fact that you could not make the exam date/time.

Mute Your Phone! No devices or computers, including cell phones, can be used in class, unless required for an activity or assignment (e.g., such as research). **No texting—sorry—but it is too distracting!** You will be asked to leave the class if you are texting.

Outside Class Communication: Check your email regularly, as I send your homework, and announcements that way. I will use the email you submit the first class; if you do not receive an email message from me within the first week, **please let me know.** No D2L.

Missed Classes: **This class is exclusively face-to-face delivery; attendance is required for each and every class for the full class period.** If you have a job or commitments that fall within, or close to, this time period, take this course at a different time. If you miss **more than five classes or portions of the class regularly,** you will jeopardize your ability to pass this course. Your probability of passing the course without attending or attending rarely is extremely slim (*see below*). If you miss a class, it is your responsibility to get the material that you missed.

Emergency affecting class: You are responsible for contacting me via cell phone, email, or text message should you miss class, due to an emergency situation. Documentation to verify any emergencies (medical, accident, etc.) will be for missed exams. Exams or assignments cannot be made up without this documentation,

Vacations or plane tickets are not considered “emergencies.”

PLAGIARISM

- In all assignments, students are expected to do their own writing and editing. You may get feedback on your writing from Camosun College Writing Center tutors. **Plagiarism** will incur any or all of the penalties as stated in the Camosun Arts & Science Academic Honesty Guidelines: <http://camosun.ca/learn/school/arts-science/images/Arts%20and%20Science%20Academic%20Honesty%20Guidelines.pdf> Carefully read these guidelines.
- Copying another person’s writing (even a single sentence) without proper documentation, or having someone else write all or part of your assignment is **plagiarism**. Editors should only offer advice or suggestions on how to improve your writing; they may not rewrite or correct your work!
- **Any student found to have cheated on any assignment will automatically receive a mark of “0” on that assignment.** Further penalties may apply; see the guidelines above.

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>

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

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.

Important Deadlines/Times:

- Jan. 21 Tuition fees are due
- Feb. 18-22 Family Day & Reading Break (College closed Feb. 18 & 22; Libraries & Registrar closed Feb. 20)
- March 13 Last day to drop courses without academic penalty
- April 15-18 Final Exam period
- April 19, 22 Good Friday & Easter Monday (*College closed*)
- April 15-18 Final Exam Period
- April 23-26 Final exam period continues