



**CAMOSUN COLLEGE**  
**School of Arts & Science**  
**Department of English**

**ENGL-151-007**  
**Academic Writing Strategies**  
**Winter 2020**

**COURSE OUTLINE**

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

\* 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.

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**1. Instructor Information**

(a) Instructor	Deanna Roozendaal, B.A. M.A.	
(b) Office hours	Mondays 11:30-12:30pm, Thursdays 5-5:50pm or by appointment	
(c) Location	Paul Building Room 335	
(d) Phone	250-370-3359	Alternative: _____
(e) E-mail	<a href="mailto:roozenda@camosun.bc.ca">roozenda@camosun.bc.ca</a>	
(f) Website	_____	

**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 Course Pack (**Roozendaal**)
- (b) Other: A writing handbook and dictionary of your choosing (optional)

### 4. Course Content and Schedule

Thursdays 6-8:50pm in Young 325

### 5. Basis of Student Assessment (Weighting)

*(Should be directly linked to learning outcomes.)*

In-class Activities	5%		
Expository Essay <sup>^</sup>	15%	~700 words	in-class*
Argument Essay <sup>^</sup>	20%	~900 words	
Research Essay <sup>^</sup>	30%	~1400 words	
Final Exam <sup>^</sup>	30%	~1000 words	In-class in EXAM PERIOD*

<sup>^</sup>assignment details are available in the course pack

**\*IMPORTANT NOTE:** If you score below 50% on BOTH in-class assignments, you may not pass the course.

### 6. Grading System

- Standard Grading System (GPA)
- Competency Based Grading System

## 7. Recommendations to Assist Students to Succeed Throughout the Course

**ELECTRONICS:** For most of our classes, please turn off & put away all electronics for the duration of every class. This includes laptops, phones, translators, and recording devices. Notes can be taken by hand. Phones must be out of sight, except for the occasional time when I suggest that you take a screenshot. If you are texting or surfing in class, I may ask you to leave.

**IN-CLASS ASSIGNMENTS:** Students who are absent without medical documentation will receive zero for any missed work. If you must legitimately be absent for some important reason, please speak to me ASAP. Having to work will not be considered a valid reason to miss class.

**OUT OF CLASS ASSIGNMENTS:** Late assignments will only be accepted for 3 days past the due date, will lose 5% per day, and will receive a grade only (no comments). If you must hand something in late, have a faculty member sign it with the date and time of submission before slipping it under my office door. Requests for extensions (for up to 3 days) will be considered under special circumstances, but only if the request is made at least 24 hours before due date. I do **not** allow re-writes of any kind; we just do not have the time. I do **not** accept electronic submissions at this time; I'd prefer a paper copy of everything that you write.

**EXTRA HELP:** The College provides many services, including a Writing Centre and a Language Help Centre. See Student Services, the College Calendar, or [www.camosun.ca](http://www.camosun.ca)

**PLAGIARISM:** You must write your own papers and carefully document all your sources. Plagiarism is an academic offence that the College takes very seriously. Essays with any form of plagiarism will receive zero. If you are unsure if you are edging close to plagiarism, please talk to me, the Writing Centre and the Language Help Centre.

**CONDUCT:** Students are responsible for knowing the Student Conduct Policy. This document is available at Student Services, the School Administration Office, or [www.camosun.ca](http://www.camosun.ca) in the 'Policy' section.

**FOR YOUR RECORDS:** Be sure to keep all rough drafts, final drafts, and graded material until end of term. In the event of a computer failure or grade discrepancy, these documents will be critical.

### Tips for Success in English 151

**Be punctual and be prepared:** It is important that you have completed all assigned readings before coming to class ... on time. Since our class time will involve group discussion and group activities, you must also arrive prepared to intelligently and enthusiastically participate. What you are expected to have read and/or completed for any given date is listed on the schedule. Please come to class prepared.

**Do not procrastinate on your assignments:** You will be asked to take a mature, self-directed approach to your learning in this class. Some assignments will have little lecture time allotment; you must be self-regulating and self-scheduling. Your essays, too, if they are to be well written, will require several drafts and possibly consultation with the instructor, the Writing Centre, and the Language Help Centre. Start work on assignments early so that you can properly plan, research, and write in enough time to also revise and polish. Moreover, it is your responsibility to read that assignment carefully to make sure you understand exactly what you are being asked to do. If you have questions about an assignment, ask them early in the process; it will save you time in the long run.

**Submit assignments with correct formatting and documentation:** Small, technical details of presentation do matter. Formatting guidelines and citation minutia may seem finicky, but mastering them is not difficult. Correct formatting and documentation adds credibility to your work by establishing your professionalism. Do sweat the small stuff!

**Make a reliable friend in class:** While students who regularly attend fare much better in the class, I do understand that you may need to miss a class. I will not be taking attendance, and you do **not** need to inform me if or why you must be absent. However, you are responsible for catching yourself up before returning to class. The first step is to borrow some thorough notes from a reliable source. By all means, do see me in office hours if you need help understanding the material you have missed, but please only do this *after* you have tried to work through the material on your own; I can fill in the holes in your understanding, but I can't recap the entire lecture.

**Make use of office hours (physical or virtual):** Your writing strengths and weaknesses are uniquely yours. Please talk to me if you are having trouble with grammar, punctuation, or if you are unsure about your outline, thesis, topic sentences, etc. Consultation is also useful after assignments have been graded and returned; the best way to improve for the next assignment is to make sure you understand how to avoid the difficulties in the current assignment. You need not make an appointment if you come during scheduled hours. If those hours do not work for you, email me and we can find another time.

## 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.