



CAMOSUN COLLEGE
School of Arts & Science
Department of English

ENGL-151-D04
Academic Writing Strategies
Fall 2020

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	Katie Tanigawa
(b) Office hours	Tues. 11 a.m.-12, p.m., Thurs. 10 a.m.-11 a.m., Thurs. 2:30 p.m.-3:30 p.m.
(c) Location	D2L Collaborate
(d) Phone	N/A
	Alternative: _____
(e) E-mail	tanigawak@camosun.ca
(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.
 - Analyze 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 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

All materials will be provided to you via D2L and will be accessible through the Camosun Library website or the open web.

4. Course Content and Schedule

All live sessions, with the exception of check-ins, will be held during our designated class time: Tuesdays from 1:00 p.m. – 2:20 p.m. via Collaborate. Note that six of the live sessions are mandatory. The others are optional. Key course content will be available asynchronously via D2L.

Week	Dates	Topics	Live Sessions	Major Assignments Due
1	Sept. 8th-13th	Course Introduction	Mandatory Live Session	Diagnostic (Due Sept. 13th)
2	Sept. 14th-20th	Summary Writing Basics and Practice	Optional	
3	Sept. 21st-27th	Writing Clear Academic Prose	Optional	Summary (Due Sept. 27th)
4	Sept. 28th-Oct. 4th	Rhetorical Appeals	Optional	Summary RA (Due Oct. 4th)
5	Oct. 5th-Oct. 11th	Paragraph Structure, Essay Structure, Audience Analysis	Optional	Audience Analysis (Due Oct. 11th)
6	Oct. 12th-Oct. 18th	Peer Review and Grammar Quiz	Mandatory Live Session: Grammar Quiz	Grammar Quiz (Due During Scheduled Class Time)
7	Oct. 19th-Oct. 25th	Library Research Orientation	Mandatory Live Session: Library Orientation	RA (Due Oct. 25th)
8	Oct. 26th- Nov. 1st	Research Questions, Proposals, Source Credibility	Optional	Source List (Due Nov. 1st)
9	Nov. 2nd-Nov. 8th	Proposals	Mandatory Live Session: In-Class Proposal	In-Class Proposal (Due During Scheduled Class Time)
10	Nov. 9th-Nov. 15th	Logic, Critical Thinking, and Argumentative Strategies	Mandatory Check-In with Instructor	
11	Nov. 16th-Nov. 22nd	Assessing Stats/Thesis Statement Workshop	Optional	

12	Nov. 23rd-Nov. 29th	Quoting, Paraphrasing, and Avoiding Plagiarism	Optional	
13	Nov. 30th-Dec. 6th	Peer Review	Optional	Research Essay for comments (Due Friday, Dec. 4th)
14	Dec. 7th-Dec. 13th	Final Timed Essay	Mandatory Live Session: Final In-Class Essay Prep	Research Essay Due Date (without comments): Monday, Dec. 7th/In-Class Essay Due (Friday, Dec. 10th)

5. Basis of Student Assessment (Weighting)

Assignment	Weight
Diagnostic (Mandatory)	0%
300-word Summary	10%
Summary for RA	2%
Audience Analysis for Rhetorical Analysis	5%
Rhetorical Analysis	15%
Proposal	10%
Source List	5%
Research Essay	25%
Revision Quiz	3%
Written Discussions and Learning Activities	10%
In-Class Final Essay	15%

6. Grading System

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

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

All materials will be posted to D2L. In our D2L site, you can find a list of helpful links and resources under the Additional Resources module.

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.

9. Class Expectations

The following class expectations are here to ensure we have a productive term. In the first week of class we will be reviewing these expectations and adding to them as the class sees fit.

You can expect your instructor to

- Teach to the course goals
- Give clear instructions for assignments and exercises
- Advise and support students in their course work
- Treat students with respect
- Act in a fair manner
- Be available during virtual office hours or, if necessary, arrange an alternative time to meet
- Evaluate students fairly and constructively, based on criteria made clear to students beforehand
- Return assignments in a timely manner
- Give useful feedback

Your instructor will expect you to

- Keep up with course material on D2L
- Prepare for class by completing readings and assigned work on time
- Actively participate in class activities
- Ask questions if you need clarification
- Submit all assignments according to instructions, complete, and on time
- Submit your own, original work
- Use instructor comments and feedback to improve future work
- Cooperate with and act respectfully toward other students and the instructor
- Communicate with the instructor about problems or concerns as soon as possible

Guidelines for preparing and submitting written assignments

All formal written assignments for this course should be typed according to assignment specifications. When and if you use sources, your papers should use correct and complete citation format according to the guidelines set out by the relevant academic discipline. All papers should be clearly marked with your name and submitted on time, as a .pdf, .doc., or .docx file through D2L Assignments.

Late and missing assignments

You must submit assignments on time. The Fall 2020 session is taking place under unusual circumstances, and your instructor is aware that you may be under unusual levels of stress and that your access to communications technology may sometimes be limited. A reasonable explanation for a late assignment, if it is given before the due date, will be accepted. Late submissions without prior explanation will be penalized by 10%. Submissions more than one week late will be given a '0'.

Plagiarism & Cheating

Plagiarism is a serious academic offense. Please ensure you submit your own, original work, which you have written for the assignments in this class. You should review Camosun's policies on academic honesty and plagiarism, which you can find here: <http://camosun.ca/learn/school/arts-science/images/Arts%20and%20Science%20Academic%20Honesty%20Guidelines.pdf>.

Mandatory, Live Sessions

There are six mandatory sessions for this course. These sessions are noted in the schedule below. You'll notice that during some of these sessions, you are expected to write timed quizzes or essays. It is imperative that you attend these sessions. Failure to attend these sessions without an explanation may result in a 0 for that assignment/session.

You have nothing to worry about if you are having legitimate personal or medical difficulties and inform your instructor of this situation. Please contact me by e-mail in advance if you will be forced to miss a mandatory session or in-class assignment. This way we can make alternative arrangements for you.

Additional Notes

If you encounter circumstances that you feel impede your learning in this course, or if throughout the term you discover ways I could better support your learning, please let me know. We are in this together, and I am happy to work with you to create a positive and productive learning environment.