



DEPARTMENT OF ARTS & EDUCATION

COURSE OUTLINE – WINTER 2020

EN1201 (A3): Composition and Rhetoric - 3 (3-0-0) 45 Hours for 15 Weeks

INSTRUCTOR: Sally Jones

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OFFICE HOURS: Monday, Tuesday, and Thursday 2:30-3:00 and by appointment

CALENDAR DESCRIPTION: This course will help students become more sophisticated users and producers of written texts. Instruction will include basic academic essay writing skills and the various rhetorical approaches used when addressing specific audiences. The main goals of the course are to help students integrate reading and writing and to become familiar with the conventions of college- (and university-) level writing. This includes producing coherent, logical texts that are relatively free of surface errors. To achieve these goals, the course encourages students to think critically, to read closely and analytically, and to compose responses to a variety of texts, both written and visual.

PREREQUISITE(S)/COREQUISITE: Successful completion of English 30 (or equivalent of Grade 12 English)

REQUIRED TEXT/RESOURCE MATERIALS:

- Alfred Rosa and Paul Eschholz, *Models for Writers: Short Essays for Composition*. Bedford-St. Martin's, 2016.
- A writing handbook (with MLA, APA, grammar information). There are several options such as *The Little Penguin Handbook*, *Easy Writer*, *The Little Brown Handbook*, or *A Canadian Writer's Reference*

Note: Please use the editions on sale at the Bookstore. If, however, you use other editions, please make certain that they are all unabridged.

DELIVERY MODE(S): Course work includes lectures, class discussions, group work, in-class quizzes, online assignments, and individual student work, both written and oral.

COURSE OBJECTIVES: This course is designed to develop each student's ability to think critically, read closely, and write effectively at the university level.

LEARNING OUTCOMES: Students who complete this course successfully should be able to

- use their writing to analyze thoughts and to express ideas effectively
- use their writing to respond critically to another piece of writing or external prompt
- plan, outline, and draft a piece of writing that develops a specific thesis
- revise a text, adjusting style and content for specific purposes and audiences
- proofread writing for surface errors and correct the majority of these errors

TRANSFERABILITY: UA*, UC, UL, AU, AF, CUE, BU, GMU, KUC

***Warning:** Although we strive to make the transferability information in this document up-to-date and accurate, **the student has the final responsibility for ensuring the transferability of this course to Alberta Colleges and Universities.** Please consult the Alberta Transfer Guide for more information. You may check to ensure the transferability of this course at Alberta Transfer Guide main page <http://www.transferalberta.ca> or, if you do not want to navigate through few links, at <http://alis.alberta.ca/ps/tsp/ta/tbi/onlineSearch.html?SearchMode=S&step=2>

** Grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. **Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability**

EVALUATIONS:

There will be several unscheduled reading quizzes during this course, and in terms of preparation, these will require only careful reading of the day's assigned text.

Reading Quizzes	20%
Writing Exercises	10%
1 st Writing assignment	10%
2 nd Writing assignment	10%
3 rd Writing assignment	10%
Participation	10%
Final Exam	30%

GRADING CRITERIA: Please note that most universities will not accept your course for transfer credit **IF** your grade is **less than C-**.

Alpha Grade	4-point Equivalent	Percentage Guidelines		Alpha Grade	4-point Equivalent	Percentage Guidelines
A+	4.0	95-100		C+	2.3	67-69
A	4.0	87-94		C	2.0	64-66
A-	3.7	80-86		C-	1.7	60-63
B+	3.3	77-79		D+	1.3	55-59
B	3.0	74-76		D	1.0	50-54
B-	2.7	70-73		F	0.0	00-49

COURSE SCHEDULE/TENTATIVE TIMELINE: (a separate detailed daily reading schedule with sources and page numbers will also be distributed in class)

Weeks 1-2	ACTIVE READING, CRITICAL THINKING
Weeks 3-5	DEVELOPING AN ARGUMENT, THESIS STATEMENTS
Weeks 6-8	EFFECTIVE SENTENCES AND PARAGRAPHS
Weeks 9-12	ESSAY WRITING
Weeks 13-16	RESEARCH WRITING AND DOCUMENTATION

*All assignments will be discussed thoroughly in class, and guideline handouts will be distributed in class and made available on Moodle

STUDENT RESPONSIBILITIES:

1. Essays will **not** be accepted after the due date unless prior arrangements have been approved by the instructor (in rare special circumstances). Penalties of 10% per day late may be applicable in these cases. All essays must be typed, double-spaced, and stapled together. **Assignments not meeting these criteria will not be accepted. No essay may be submitted by e-mail.**
2. Quizzes cannot be made up, but in the case of a *verifiable medical emergency*, with official doctor's note, may be excused.
3. The reading outline is subject to change according to time constraints and other considerations; therefore, **students are responsible** for any changes that are announced in class whether they are in attendance or not.
4. Please keep a copy of all written work. In the event of theft or loss, the student is required to submit a duplicate copy.
5. Electronic devices are **strictly prohibited** in this class. Notes must be taken by pen and paper only. The participation component (10%) of the overall course grade will be determined using the phone receptacle; students will be required to insert their phones at the beginning of each class in their designated slots to receive the participation/attendance marks. (please see college policy at * below)
6. Students are expected to check the Moodle site for this course before each class to stay informed; in the event of a class cancellation, the announcement will be posted to Moodle.
7. Students are advised to read the College Calendar for the rules regarding Registration, Withdrawals, Academic Misconduct including plagiarism, and Appeals.

STATEMENT ON PLAGIARISM AND CHEATING:

Cheating and plagiarism will not be tolerated and there will be penalties. For a more precise definition of plagiarism and its consequences, refer to the Student Conduct section of the College Calendar at <http://www.gprc.ab.ca/programs/calendar/> or the College Policy on Student Misconduct: Plagiarism and Cheating at <https://www.gprc.ab.ca/about/administration/policies>

*Instructors reserve the right to use electronic plagiarism detection services on written assignments. **Instructors also reserve the right to ban the use of any form of electronics (cell phones, Blackberries, iPods, tablets, scanning pens, electronic dictionaries, etc.) during class and during exams.**

**Note: all Academic and Administrative policies are available on the same page.