



DEPARTMENT OF ARTS AND EDUCATION

COURSE OUTLINE – WINTER 2021

EN1201 (F3): Composition and Rhetoric – 3 (3-0-0) 45 Hours for 15 Weeks

INSTRUCTOR: Dr. Heather Joyce **PHONE:** 780-539-2977
OFFICE: C 418 **E-MAIL:** HJoyce@gprc.ab.ca
OFFICE HOURS: Mondays 11:30 a.m. - 12:30 p.m., Thursdays 1:30 p.m. - 3:00 p.m.
You are also welcome to make an appointment to meet with me outside of these hours.

WINTER 2021 DELIVERY:

Remote Delivery. This course is delivered remotely. There are no face-to-face or onsite requirements. Students must have a computer with a webcam and reliable internet connection. Technological support is available through helpdesk@gprc.ab.ca.

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: English 30-1, EN0130, or equivalent

REQUIRED TEXT/RESOURCE MATERIALS:

All of the works you are required to read will be posted on myClass (D2L).

DELIVERY MODE(S): Course work includes lecture, class discussion, writing instruction, in-class tasks, writing assignments, and a final exam.

COURSE OBJECTIVES:

This course is designed to develop each student's ability to think critically, read closely, and write proficiently (technically and rhetorically) at the university level. Students will practice translating careful reading into effective writing. By the end of the course, students will be able to describe how

works are constructed using specific terminology that pertains to the study of fiction and nonfiction. Students also will be able to construct persuasive argumentative essays, proofread writing for surface errors, and correct most fundamental errors of grammar and punctuation.

LEARNING OUTCOMES:

After taking this course, successful students will be able to

- analyze texts through close reading
- express ideas clearly and respond critically to written works through writing
- describe the constituent parts of an effective essay (thesis statement, topic sentence, etc.) and reproduce these elements in their own writings
- recognize and use a range of paragraph structures and patterns
- 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
- recognize varied rhetorical strategies in a range of texts and employ these techniques in their own writing
- proofread writing for surface errors and correct the majority of these errors

TRANSFERABILITY:

This course is considered a University Transferable Course; however, 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 the Alberta Transfer Guide main page <http://www.transferalberta.ca>.

**** 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 and transferable grades.**

EVALUATIONS:

Attendance – 5%

Participation (contributions to discussion, group work, etc.) – 5%

Quizzes – 5%

Tasks – 20%

Short writing assignment – 15%

Essay – 20%

Final exam – 30%

Note: The final examination for this course must be taken online with the use of Respondus Lockdown Browser and Respondus Monitor exam proctoring software. Students must download Lockdown Browser and Respondus Monitor will automatically start with examinations through myClass. The proctoring software is a requirement to uphold academic integrity and is necessary to meet accreditation requirements. Lockdown Browser and Respondus Monitor requires Windows or Mac

desktop, laptop, or iPad platforms. Chromebooks, smart phones, and other tablets are not supported. If you do not have access to a Windows or Mac desktop, laptop or iPad, you can book a College PC via the GPRC App - On-campus Reservations. You can learn more about Respondus Lockdown Browser and Respondus Monitor here: <https://web.respondus.com/lockdownbrowser-student-video/>. It is important to note that the software recordings are automated systems and are designed to be less intrusive than in-person proctors. The software is only running while you are signed in during your exam. The exam administrators only review the recordings after the exam is submitted and only if it was flagged due to suspicious activity. The collection and use of your personal information is in accordance with the Freedom of Information and Protection of Privacy (FOIP) Act S. 33 (c) which states that “No personal information may be collected by or for a public body unless that information relates directly to and is necessary for an operating program or activity of the public body.” In addition S. 39 (4) states, “A public body may use personal information only to the extent necessary to enable the public body to carry out its purpose in a reasonable manner.” If you are unable to complete your examinations using the proctoring software you may request alternative accommodations to the online testing by contacting your instructor and the GPRC Testing Centre by telephone at 780-539-2212 to arrange to write your exam. Students must book their examinations no less than 2 weeks in advance of the test date and students are choosing to write the examination in the GPRC Testing Centre are responsible for the \$30 sitting fee.

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	90-100		C+	2.3	67-69
A	4.0	85-89		C	2.0	63-66
A-	3.7	80-84		C-	1.7	60-62
B+	3.3	77-79		D+	1.3	55-59
B	3.0	73-76		D	1.0	50-54
B-	2.7	70-72		F	0.0	00-49

COURSE SCHEDULE/TENTATIVE TIMELINE:

Weeks 1-2: Critical Reading Practices (Strategies for Active Reading)

Weeks 3-5: Considering Audience, Occasion, and Purpose (Planning Strategies)

Weeks 6: Grammar and Style (Syntax, Diction, Style, Sentence Structure)

Week 7: Development Patterns I: Illustration and Narration

Weeks 8-9: Development Patterns II: Description, Definition, Classification

Weeks 10-11: Development Patterns III: Comparison and Contrast, Argument

Weeks 12-14: Rhetoric in Action: Research Writing and Documentation

Week 15: Review

STUDENT RESPONSIBILITIES:

1. Assignments are to be submitted to myClass (D2L). **I will not accept assignments submitted via e-mail.** The myClass (D2L) site for this course contains everything you need to be successful. Resist the temptation to go outside of the course to consult literary guides, other websites, etc. All of the work you submit **MUST** be your own. We will discuss academic integrity in class. Please note students are required to accept the Turnitin user agreement when submitting assignments.
2. It is the student's responsibility to retain a copy of ALL assignments submitted for grading; in the unlikely event of loss, a duplicate copy must be available upon request.
3. Written assignments are to be submitted *on time*. This means that they are due *at the beginning of class*. Late assignments will incur a penalty of 5% per day with weekends counting as two days.
4. Extensions will be granted for written assignments in extenuating circumstances. Documentation may be required.
5. Students are required to check the myClass (D2L) site for this course before each class to stay informed.
6. To help create a sense of community, students are required to enable video when they log into Zoom. Use of the chat function will be restricted to class discussion, questions, etc. Please make every attempt to minimize distractions (i.e. turn off cell phones, close unnecessary windows, etc.).
7. This class will be delivered synchronously; students are expected to attend each class. Recordings or lecture materials may be made available to students who miss class if extenuating circumstances arise. Documentation may be required.
8. Students who miss more than 10 percent of classes (2-3 classes) will not receive a passing grade for attendance or participation. Students must attend the full class to be considered present.

9. You are more than welcome to contact me via e-mail to ask questions, etc. Please note that you are more likely to receive a quick response if you contact me during the week (Monday to Friday). My response time on weekends will be slower. I will respond to most e-mails within 24-48 hours (depending on the volume of e-mails I receive). If you have a complicated question or are seeking specific assignment advice (i.e. if you would like me to read drafts, make suggestions regarding essay structure, etc.), you should contact me via e-mail and request to meet via Zoom

10. Students should avoid making travel plans until after the exam schedule has been set. The registrar will release the exam schedule during the semester; please note that absolutely no alternative examination dates will be considered except in the case of a medical emergency.

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>

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