



DEPARTMENT OF ACADEMIC UPGRADING  
COURSE OUTLINE – FALL 2012  
EN 0110 ENGLISH 5(5-0-0)

<b>Instructor</b>	Colleen Holler	<b>Phone</b>	780-539-2866
<b>Office</b>	C206	<b>E-mail</b>	choller@gprc.ab.ca
<b>Office Hours</b>	10:00 am – 11:00 am Monday		

---

**PREREQUISITE(S)/COREQUISITE:**

EN0090 or EN0100 or equivalent placement test score.  
LL0110 is a co-requisite of EN0110.

**REQUIRED TEXT/RESOUIRCE MATERIAL**

EN 0110 Package available in on Moodle

**CALENDAR DESCRIPTION**

This course includes an introductory study of literature, with an emphasis on poetry, drama, and/or novel, and short stories. Both oral and group work is expected. Technical and creative aspects of writing paragraphs and essays are a major focus. A combination of classroom teaching and computerized learning will prepare the student for writing and reading in high school level courses.

**CREDIT/CONTACT HOURS:**

5 hours per week or 75 hours

**DELIVERY MODES:**

This course will include a combination of lecture, discussion, oral presentation, computer lab work, Moodle, and group work.

## OBJECTIVES:

Upon completion of the course, students will be able to:

- Use basic rules of organization to write a variety of paragraphs and essays.
- Use pre-writing strategies such as outlining, diagramming, mapping, and free writing to plan paragraphs and essays.
- Use steps in the writing process to write a paragraph or essay which makes a point and supports it.
- Evaluate their own writing to correct errors in unity, support, coherence, and sentence skills.
- Demonstrate knowledge of various organizational patterns such as process, cause and effect, compare and contrast, classification, description, and argument by writing paragraphs and essays which follow these forms.
- Identify and discuss elements of fiction found in selected short stories and poetry.
- Illustrate understanding of elements of selected types of poetry by using them in writing their own poetry.
- Use a computer to complete a resume package.
- Use summarization skills, paraphrasing, and quoting correctly from sources and apply it to writing.

## TRANSFERABILITY:

\*\* 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.

## GRADING CRITERIA:

Academic Upgrading grades will be assigned on the Letter Grading System as indicated below.

GRANDE PRAIRIE REGIONAL COLLEGE			
GRADING CONVERSION CHART			
Alpha Grade	4-point Equivalent	Percentage Guidelines	Designation
A <sup>+</sup>	4.0	90 – 100	EXCELLENT
A	4.0	85 – 89	
A <sup>-</sup>	3.7	80 – 84	FIRST CLASS STANDING
B <sup>+</sup>	3.3	77 – 79	
B	3.0	73 – 76	GOOD
B <sup>-</sup>	2.7	70 – 72	
C <sup>+</sup>	2.3	67 – 69	SATISFACTORY
C	2.0	63 – 66	
C <sup>-</sup>	1.7	60 – 62	
D <sup>+</sup>	1.3	55 – 59	MINIMAL PASS
D	1.0	50 – 54	
F	0.0	0 – 49	FAIL
WF	0.0	0	FAIL, withdrawal after the deadline

## **EVALUATIONS:**

Class work and Assignments	35%
Writing Assignments	20%
In Class	5%
Short Stories	10%
Tests, Quizzes, and Reviews	10%
Poetry Module	10%
Essay	10%
Drama Module	10%
Final Exam	25%

## **STUDENT RESPONSIBILITIES:**

### **Last day of classes:**

Classes end on December 11 for Academic Upgrading students.

### **Examinations:**

The final exam will be scheduled between December 13-22 . Students should ensure that they are available during this period for finals.

## **STATEMENT ON PLAGARISM AND CHEATING:**

The instructor reserves the right to use electronic plagiarism detection services. You are expected to be familiar with the College policy on student academic conduct addressed on pages 47 - 50 of the Grande Prairie College Academic Calendar 2012/2013.

[http://www.gprc.ab.ca/downloads/documents/GPRC\\_20122013\\_Calendar.pdf](http://www.gprc.ab.ca/downloads/documents/GPRC_20122013_Calendar.pdf)

## **PRINTING POLICY**

Student printing is charged at a cost of \$0.10 per sheet (each sheet represents 2 pages, when printed double-sided). Equivalently, printing is charged at \$0.10 per page, with a 50% discount when printing double-sided.

Each student will have a printing account established with a credit balance at the beginning of each course. For credit courses, students will receive a credit equivalent to \$1.00 per credit of courses that they are enrolled in. For non-credit courses (ie: Apprenticeship), students will receive a credit equivalent to \$1.00 per week of study.

Students may add to their printing balance at any time by purchasing additional credits online using a credit card, or by purchasing additional credits at the Library, the Cashier's Office, the Bookstore, or at Student Services (Grande Prairie Campus only).

Ex.

- A part-time credit student, enrolled in one standard 3 credit course will entitle the student to \$3.00 worth of free printing (equivalent to 30 sheets, or 60 double-sided pages).
- A full-time credit student, enrolled in five 3 credit courses, will receive \$15.00 worth of free printing (equivalent to 150 sheets (or 300 double-sided pages) per semester.

<http://www.gprc.ab.ca/pdf/policies/admin/StudentPrintingPolicy.pdf>

## COURSE SCHEDULE/TIMELINE

Unit	Topics	Approximate Time
Introduction/ Orientation	Review Course Outline Moodle Orientation Library Tour	3 days
Poetry Unit	Poetry Package Assignments 1-4 Oral presentations In Class(3) Poetry Quiz	4 weeks
Drama Unit	Drama Package Assignments 1 -5 Drama Quiz In Class (3) Video Short Story	3 weeks
Writing 1	Writing Assignment 1, 2, 3, Quiz 2 Open Book Quiz 1 Literature Vocabulary Quiz In Class (3) Short Story (3)	3 weeks
Writing 2	Writing Assignment 4, 5, 6 In class (3) Open Book Quiz 2 Short Story (3)	3 weeks
Final Essay	MLA, resources, outline format, essay format	2 days
Review	Prepare for Final exam - Review	1 day

## INSTRUCTOR POLICY

All assignments for this class are to be submitted in the required format.

Attendance is essential and is a critical component for success in this class. Absence during an **in-class assignment** will result in a mark of zero. In-class assignments are done and completed during one class period. If you are absent that day you will not be given an opportunity to do the assignments at a later date. The marks for an in-class assignment are a significant part of the percentage for the class work and assignments section. Absence during a test will result in a mark of zero. If you cannot be present at the exam, please make alternate arrangements with your instructor well **before** the exam date.

All assignments will be handed in on the expected due dates. Late assignments may not be accepted and/or may be deducted 10% per day. Assignments may be handed in early if you know that you are going to be away on the due date. In order to be given the opportunity to write or submit after the due date, the student must make prior arrangements with the instructor and be given permission to write or submit at a later date. **Once a test/quiz/assignment has been handed back to the class, there is no opportunity for writing or submitting late, and you will be assigned a grade of zero.**

## **AUD STUDENT CLASSROOM DEPARTMENT GUIDELINES**

The Academic Upgrading Department is an adult education environment. Students are expected to show respect for each other as well as faculty and staff. They are expected to participate fully in achieving their educational goals in a timely manner.

Certain activities are disruptive and not conducive to an atmosphere of learning. In addition to the *Student Rights and Responsibilities* as set out in the College calendar, the following guidelines will maintain an effective learning environment for everyone. We ask the cooperation of all students in the following areas of classroom department.

- Students are expected to turn off cell phones during class time or in labs.
- Refrain from disruptive talking or socializing during class time.
- Be respectful of others regarding food or beverages in the classroom. Clean up your eating area and dispose of garbage.
- Recycle paper, bottles and cans in the appropriate containers.
- Students are expected to be punctual. Arrive on time for classes and remain for the duration of scheduled classes or related activities.

Children are not permitted in the classrooms.

### **Attendance**

If students miss more than 15% (or 10 days) of classes per semester in any course, they may be debarred from the final exam for that course. It is the student's responsibility to notify his/her instructor of any extenuating circumstances.

### **Tests**

As per the College calendar, students are responsible to "write tests and final examinations at the times scheduled by the instructor or the Office of the Registrar".

Missed exams/tests/quizzes/assignments policy [if not specified in the course outline]

## **ELECTRONIC DEVICES**

No unspecified electronic devices will be allowed in exams.

## **SUCCESS STANDARD**

Although 50% is considered a pass in most courses, if you wish to be successful at the next level, we strongly recommend that you have a mark of 60% or better in your pre-requisite courses.

If you are experiencing difficulty in any area, please let me know so we can work something out before it is too late. Please advise me of any medical alerts that I should be aware of.

Each student will receive one coupon (below) that can be used for any assignment, giving you a 24 hour extension with no questions asked and no penalty.

**EN 0110 COUPON**

**This coupon is valid only once and entitles me to 24 hours from the due date without explanation or penalty.  
(Redeem by attaching to assignment.)**