

LEARNING OUTCOMES: After taking this course, the successfully participating students will demonstrate the following:

- The ability to identify and to employ a range of sentence structures
- The ability to compose grammatically correct sentences
- The ability to punctuate writing proficiently and to recognize improperly punctuated material
- The ability to recognize varied rhetorical strategies in a range of texts as well as the ability to employ a variety of rhetorically persuasive techniques in students' own writing
- The ability to produce coherent, unified, and well-structured essays
- The ability to identify factors such as the occasion, purpose, and audience in assigned pieces of writing
- The ability to write in different genres and for varied audiences
- The ability to identify different paragraph structures and patterns and to recreate them
- Knowledge of different models of thesis statements and topic sentences and a corresponding ability to craft different types of thesis statements and topic sentences
- An ability to perform close readings of texts and to write clearly and informatively about them

TRANSFERABILITY:

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.alberta.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.**

EVALUATIONS:

Participation – 5%

Applied Knowledge Tasks – 25%

Test 1 – 10%

Test 2 – 10%

Short Paper – 10%

Long Paper – 20%

Final Exam – 20%

GRADING CRITERIA:

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

Grading Chart

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	85-94	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 1-3:	Illustration and Definition Citation, Academic Integrity, and AI Occasion/Purpose/Audience
Weeks 4-5:	Rhetoric in theory and practice
Weeks 6-10:	Grammar, Syntax, Sentence Structure, Common Errors Elements of style: concision, tone, and voice Paragraph Essay Structure
Weeks 11-15:	Research and Documentation Classification and comparative writing strategies Effective Editing

STUDENT RESPONSIBILITIES:

1. Unless otherwise indicated, all written work be uploaded to MyClass (D2L) **AND** submitted as a hard copy. Students must accept the Turnitin agreement to submit written work.
2. Written assignments are to be submitted *on time*. Late assignments will incur a penalty of **5%** per day, with weekends counting as two.
3. Extensions will not be granted for written assignments except in extenuating circumstances. Documentation will be required.
4. This course places a premium on academic integrity. In practice, this means that students are responsible for citing any materials that they use in their written work for this course. Additionally, students may not use AI resources in their written work for this course. This prohibition includes resources such as ChatGPT, the generative AI function in Grammarly, and in other related resources.
5. My expectation is that students who are healthy will attend **all** classes. Students who are ill or need to be absent for other legitimate reasons should contact and inform me. Excused absences will have no impact on a student's grade; however, unexcused absences will negatively affect the participation component of a student's grade and could result in a failing grade for that component of a student's final mark.
6. Students are required to check MyClass before each class to stay informed concerning the schedule of readings as well as course updates and announcements.
7. Students do not need to make appointments to meet with me during my office hours. Anyone who wants to meet with me outside of my scheduled hours may contact me to arrange an alternate meeting time. Students wishing to meet via Zoom rather than in my office may request a virtual appointment. Please note that I will not meet with you outside of regular working hours.
8. Cellphones should be out of sight during class time. Students who are repeatedly on their cellphones during class will receive failing grades for participation.
9. The dates for the unit tests have been set for October 8 and November 7. This information can also be found on the more detailed schedule of readings and assignments available on the

myClass page for this course. Tests **will not** be rescheduled except in extenuating circumstances. Documentation **will be required** for any student wishing to write a test on an alternate date.

10. Students should feel free to email me with questions or concerns at any point during the semester. I will do my best to respond to your emails as quickly as possible, but emails sent outside of regular working hours will not receive immediate replies.

11. The final exam for this class will be scheduled by the registrar and will take place in December. The exam **will not** be rescheduled except in extenuating circumstances. Documentation **will be required** for any student wishing to write the final exam on an alternate date.

STATEMENT ON ACADEMIC MISCONDUCT:

Academic Misconduct will not be tolerated. For a more precise definition of academic misconduct and its consequences, refer to the Student Rights and Responsibilities policy available at <https://www.nwpolytech.ca/about/administration/policies/index.html>.

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