

DEPARTMENT OF ACADEMIC UPGRADING

COURSE OUTLINE – Spring 2025

EN0130 (EC): English Grade 12 Equivalent – 5 (6-0-0) 90 Hours for 15 Weeks

Northwestern Polytechnic acknowledges that our campuses are located on Treaty 8 territory, the ancestral and present-day home to many diverse First Nations, Metis, and Inuit people. We are grateful to work, live and learn on the traditional territory of Duncan's First Nation, Horse Lake First Nation and Sturgeon Lake Cree Nation, who are the original caretakers of this land.

We acknowledge the history of this land and we are thankful for the opportunity to walk together in friendship, where we will encourage and promote positive change for present and future generations.

INSTRUCTOR:	Ms. Lesley Brazier	PHONE:	780-539-2727
OFFICE:	Remote or C405	E-MAIL:	LBrazier@nwpolytech.ca
OFFICE HOURS:	Email instructor to set an appointment.		

CALENDAR DESCRIPTION:

This course includes a study of the five basic forms in literature: essays, short stories, novels, drama and poetry. Both oral presentations and written compositions are required - mainly essays and one major research paper.

PREREQUISITE(S):

- **Complete 1 of the following:**
 - EN0120 or equivalent course
 - Equivalent English placement test score

Note: A mark of 60 percent or better in Alberta Education English 20-1, or equivalent, within the previous two years will meet the prerequisite requirement for EN0130.

COREQUISITE(S):

Not applicable



REQUIRED MATERIALS:

- Tara Westover's memoir *Educated* (NWP bookstore or online)
- William Shakespeare's "Othello" (NWP bookstore or online)
- All other course readings will be posted on My-Class.
- Computer/tablet device with keyboard & stable internet connection.

Students are responsible for all fees associated with ProctorU, a live proctoring service for online exams. Fees are paid when you schedule your exams through ProctorU.

Pricing per exam is as follows:

60 minutes or less - \$16 USD

61-120 minutes - \$25 USD

121 - 180 minutes - \$31 USD

DELIVERY MODE(S):

- Asynchronous (online) – This type of course will be delivered online through NWP's learning management system. There are no set class times and students attend remotely and asynchronously.

LEARNING OUTCOMES:

- The study of English Language Arts empowers students to understand and appreciate literature as well as the world around them. It enables students to understand and appreciate language and to use it confidently for a variety of purposes. As a result of taking this course, students will gain the ability to:
 - Explore thoughts, ideas, feelings, and experiences.
 - Comprehend literature and other texts in oral, print, visual and multimedia forms, and respond personally, critically, and creatively.
 - Manage ideas and information.
 - Create oral, print, visual and multimedia texts, and enrich the clarity and artistry of communication.
 - Respect, support and collaborate with others in learning.

Each general outcome encompasses a number of specific outcomes. These general outcomes are interrelated and interdependent. Please see [Alberta Education's English Language Arts Grades 10-12 Program of Study](#), particularly the 30-1 general and specific outcomes, for further information regarding this course's learning outcomes.

TRANSFERABILITY:

Please consult the Alberta Transfer Guide for more information. You may check the transferability of this course at the Alberta Transfer Guide main page <http://www.transferalberta.alberta.ca>.

**** For courses with alpha (letter) grading, a 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:

- Discussions 5%
- Weekly open book & online quizzes 15%
- Midterm Exam 15% (This is a closed book exam. Please note that students will be required to use Proctor U for the midterm exam).
- Personal Responses, Presentations, & Essays 35%
- Final Exam 30% (This is a closed book exam scheduled. Please note that students will be required to use Proctor U for the final exam).

GRADING CRITERIA:

Please note that most institutions 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	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:

- Students will refer to the My-Class page for the course schedule, which includes all course content and assessments.
- For each week of the course, on Mondays, I will send emails to students regarding the weekly readings and assessments that are to be completed by the end of the week (Sundays at midnight).
- Weekly open book quizzes will be available from Fridays at 7:00 am until Sundays at midnight.
- Early in the semester, students are expected to book their midterm and final examinations to be proctored through Proctor U.
 - The midterm exam is scheduled for Friday, May 30th, 2025.
 - The final exam is scheduled for Friday, June 27th, 2025.

STUDENT RESPONSIBILITIES:

- Refer to the NWP's Policy on Student Rights and Responsibilities.
- The purpose of this course is for students to learn to read critically and write clearly. My aim is for students to improve upon their core literacy skills such as reading, writing, listening, speaking, viewing, and representing. Students are expected to

demonstrate academic integrity in their work. This means that students should be completing their weekly readings and submitting work that has been authentically produced or created by themselves.

- Students are expected to adhere to Modern Languages Association 9 (MLA) citation for all assessments; this means, that in-text citations and Works Cited must be included if external tools and sources are used in their work. If instructor has concerns regarding plagiarism, cheating, or inappropriate use of Artificial Intelligence in students' work, such instances will be treated seriously and in adherence to NWP's policies regarding academic misconducts.
- Assignments that are not in MLA format will be penalized 2%.
- The Academic Upgrading Department is an adult education environment. Students are expected to show respect for each other as well as faculty and staff. Students are expected to participate fully in achieving their educational goals.
- Students are required to check the My-Class site for this course regularly. Students should check it before each class to stay informed concerning course updates, readings, and announcements. It is the responsibility of the student, not the instructor, to print off readings and assignments from My-Class as necessary.
- Students should respect and adhere to assessment deadlines and in-class assessment dates (tests). Students should use the weekly calendars on My-Class to ensure they are staying on top of their coursework.
- Late assignments will be penalized 2% per day. Last-minute requests for extensions will not be granted unless medical/or other professional documentation can be provided. I will not accept any late assignments after I have handed back marked assignments to the class (Turnaround time for marked assignments is usually about one week- two weeks).
- All formal assignments are to be submitted via My-Class as Microsoft Word Documents, PDFS, or PowerPoint Presentations.
- Students will receive a mark of 0% if they miss a test and have not notified the instructor in advance. If students must miss a test, they should contact the instructor before the test deadline (as soon as possible) via email. They may be asked to provide documentation to justify their absence.
- Please communicate with me in class or via email for booking office appointments and other communication or requests. Email is the fastest and most efficient way to get a hold of me. I will respond to email communication within 24-48 hours.

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.

USING PROCTORU:

This course uses ProctorU Live for online exams. To utilize this service, you are required to complete the following steps:

- Create a ProctorU account by clicking the ProctorU link in the course.
- Download and install the Guardian Web Browser, Google Chrome, and the ProctorU extension.
- Schedule each exam at least 3 days (72 hours) in advance. If you miss this deadline, you cannot take the exam.
- Pay for the proctoring service. The fees are exclusively your responsibility and in no event shall be the responsibility of Northwestern Polytechnic.

For more detailed instructions [click here](#), and for video instructions [click here](#).

Before each exam, you must complete a room scan with your web camera, during which you will show your surroundings to a live proctor.

The invigilator will ask to view (but not collect or store) your student identification to verify your identity and will remotely access your computer to unlock the exam. When monitoring your actions via video streaming, the invigilator may possibly record your actions if they suspect academic integrity behavioural issues. You will be verbally notified if/when recording begins.

The collection of and access to the personal information listed above is permitted under subsection 33(c) of the *Freedom of Information and Protection of Privacy Act*, RSA 2000, c F-25, which states, "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, subsection 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."

Records Retention: Any video records of you created by ProctorU will be kept by ProctorU for a maximum of 7 days in order to make a decision about any possible academic integrity infraction, after which time it shall be permanently deleted. All other personal information collected and stored by ProctorU within your profile account will be permanently deleted if the account has not been used after one year.

Consent to Store Personal Information Outside Canada

ProctorU is an American company. An agreement is in place between ProctorU and Northwestern Polytechnic by which ProctorU will take reasonable steps to protect your



personal information from unauthorized access and disclosure. Information about how ProctorU protects your privacy can be found in their [Privacy Policy](#).

By using the ProctorU service via Northwestern Polytechnic, you consent to the storage of and access to your personal information outside of Canada.

This consent is in effect from the day you register with ProctorU and expires one year after completion of your exam.

Additional privacy and liability information regarding the use of ProctorU is available on the NWP website.