

**COURSE OUTLINE - Winter 2025****EN1201(B3): Composition and Rhetoric - 3 (3-0-0) 45 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.

<b>INSTRUCTOR:</b>	Dr. Ila Ahlawat	<b>PHONE:</b>	
<b>OFFICE:</b>	Zoom	<b>E-MAIL:</b>	iahlawat@nwpolytech.ca
<b>OFFICE HOURS:</b>	By appointment.		
<b>CLASS TIME:</b>	Tue: 13:00- 14:20 pm ; Thur: 13:00- 14:20 pm;		

**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

**REQUIRED TEXT/RESOURCE MATERIALS:**

There is no print textbook for this class. All readings will be posted on myClass (D2L). Please be sure to log in regularly and check for updates and announcements. It is your responsibility to make sure you can access each reading well before we discuss it in class.

**DELIVERY MODE(S):** Remote Synchronous classes (please note that the first week of classes will be asynchronous online)

**LEARNING OUTCOMES:** A student who is successful in this class should be able to:

- Read literary and non-literary texts with critical attentiveness and care

- Recognize multiple forms of sentence construction and sentence-types that answer to different rhetorical purposes
- Craft sentences that communicate nuanced ideas clearly
- See the essay as a genre of writing with a history and a literary form in its own right
- Outline, proofread, and revise effectively, not only to rid a rough draft of surface errors but to adjust its tone, style, and content to fit specific purposes and audiences
- Describe the constituent parts of a soundly-constructed essay
- Compose a thoughtful response to a prompt or to another piece of writing

### 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.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:

<b>Weekly Writing Exercises</b>	20%	Students are expected to proactively engage in class-discussions and submit written records of class exercises, when required, on a regular basis. To do this effectively, take note of detailed instructions shared on this in the classroom and/or on D2L regularly.
<b>Attendance</b>	5%	Please know that your mere presence in the class would not count towards class attendance. You are expected to maintain a disciplined and respectful behaviour while in class (Cameras should be turned on while the class is in session for all the students in attendance. This also means electronic devices or private conversations, unless required for class purposes, are not permitted.).
<b>Quizzes (4x5)</b>	20%	Students will be given 4 quizzes during the course of the semester (each carrying 5% weightage) related to the class readings. These quizzes will be conducted during a class. Quizzes are not scheduled at the beginning of the term. They will be announced 1-2 weeks beforehand, and the announcement will be posted on D2L and made in the previous class. They will be short questions that will test the students' understanding of the texts and topics covered in previous classes.
<b>Writing Exercise 1</b>	10%	Students will submit their choice of a topic, a thesis statement, reasoning and outline of their proposed academic essay in about 400 words
<b>Writing Exercise 2</b>	15%	Students will write an Annotated Bibliography with 5 sources, along with their set objectives and audience (about 600 words)
<b>Final Essay</b>	30%	Students will write a structured essay, in the style of a formal academic work. The essay will cover components like overview, literature review, critical analysis, crucial findings, among others. (about 1500 words)
<b>Total</b>	100%	

**COURSE SCHEDULE/TENTATIVE TIMELINE:**

Week#	Topics
1. (Jan 7 & Jan 9)	course introduction ; effective communication
2. (Jan 14 & Jan 16)	academic vs professional writing ; formal vs informal writing; thesis statement
3. (Jan 21 & Jan 23)	reading in academic contexts ; reading processes
4. (Jan 28 & Jan 30)	basics of writing; defining terms ; writing in academic contexts
5. (Feb 4 & Feb 6)	ethical research practices, citations and references, annotated bibliography
6. (Feb 11 & Feb 13)	writing processes ; understanding audience and purpose
7. (Feb 17 to Feb 23)	Winter Break/ Reading Week- No classes
8. (Feb 25 & Feb 27)	writing style, paragraph structure, defining and explaining
9. (March 4 & March 6)	writing style ; using rhetoric ; observational writing
10. (Mar 11 & Mar 13)	argumentation ; persuasive writing
11. (Mar 18 & Mar 20)	writing good research essays ; Summary; Abstract; best practices
12. (Mar 25 & Mar 27)	reviewing and revising, editing- logic and style
13. (Apr 1 & Apr 3)	genres of writing- Literary Analysis, Profiles, Memoirs; the subjective angle
14. (Apr 8 & Apr 10)	language and biases ; language and power ; student-queries, course conclusion

**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

### STUDENT RESPONSIBILITIES:

1. Unless otherwise indicated, written work should be uploaded to myClass/D2L.
2. Attendance in all classes is expected: you are responsible for information covered in any class that you miss.

### LATE POLICY

Extensions and late assignments are strongly discouraged, and are allowed only under extenuating circumstances. If you do require additional time to complete a course assignment, please request an extension via email to me, well prior to the scheduled due date (attach relevant documents where possible). Please note that a request for extension or other such requests will be dealt with on a case-by-case basis, and only valid and proven excuses will be considered. Due to the nature of how several in-class writing exercises functions for this course, extensions on these are often difficult to accommodate for individual cases and students are requested to try to maintain punctuality and attendance for these kind of assessments.

Missed assessments are given a grade of zero.

### COMMUNICATION POLICY

Please note that all inquiries relating to the lectures, course material, assignments, etc should be made during the classes or during my office hours booked by appointment. In addition, it is the students' responsibility to take note of any information that has been shared in the classes and/or on D2L from time to time during the course of the semester, and such information will not be shared again via email. *Please take the time to read this course syllabus, consult other course documents and D2L announcements, as and when they are uploaded on D2L Brightspace.* Of course, email inquiries of URGENT and/or valid nature from students will be answered within a reasonable time span.

All submitted assignments that lack the essential details (such as name of submitter(s), assignment-name, date, course etc) will be penalized. Similarly, all emails lacking the applicable and necessary details such as section#, assignment#, explicable, courteous and appropriate language, etc will be disregarded.

## **POLICY ON AI TOOLS**

Please note: **ChatGPT and other AI platforms are not permitted for work in this class.** In cases where submitted work exhibits concerning patterns or raises questions for the instructor about its creation and the student's intellectual effort involved, students may be required to submit to an oral examination regarding the work at the discretion of the instructor. Failure to participate in the oral examination will result in an assigned grade of 0 for the assessment. If, following the oral examination, the instructor still has concerns about the work, the academic misconduct provisions of the Student Rights and Responsibilities policy (linked elsewhere in this outline) may be applied.

## **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.