NORTHWESTERN POLYTECHNIC

DEPARTMENT Humanities and Social Sciences

COURSE OUTLINE - Fall 2026

EN1201(D2): 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.

INSTRUCTOR: Dr. Sally Jones **PHONE:** (780) 539-2235
OFFICE: C426 **E-MAIL:** sjones@nwpolytech.ca
OFFICE HOURS: Monday-Wednesday 10:00-11:00 and by appointment

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):
English 30-1

COREQUISITE(S):
None

REQUIRED MATERIALS:
All readings will be posted to our course site

DELIVERY MODE(S): On-Campus

LEARNING OUTCOMES:
Students who complete this course successfully should be able to

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- use their writing to analyze thoughts and to express ideas effectively

- use their writing to respond critically to another piece of writing or external prompt
- 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
- proofread writing for surface errors and correct the majority of these errors

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://ww.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:

There will be several unscheduled reading quizzes during this course, and in terms of preparation, these will require only careful reading of the day's assigned text.

Reading Quizzes	20%
Writing Exercises	20%
1st Writing Assignment (in class)	10%
2nd Writing Assignment (in class)	10%
3rd Writing Assignment (in class)	10%
Final Exam	30%

GRADING CRITERIA:

Please note that most institutions 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

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B	3.0	73-76	D	1.0	50-54
B-	2.7	70-72	F	0.0	00-49

COURSE SCHEDULE/TENTATIVE TIMELINE:
(a separate detailed daily reading schedule will also be distributed in class)

Weeks 1-2 ACTIVE READING, CRITICAL THINKING
Weeks 3-5 DEVELOPING AN ARGUMENT, THESIS STATEMENTS
Weeks 6-8 EFFECTIVE SENTENCES AND PARAGRAPHS
Weeks 9-12 ESSAY WRITING
Weeks 13-15 RESEARCH WRITING AND DOCUMENTATION

*All assignments will be discussed thoroughly in class, and guideline handouts will be distributed in class and made available on our course site.

STUDENT RESPONSIBILITIES:

1. This is a pen and paper class; no phones or laptops are permitted during class.

2. Assignments will *not* be accepted after the due date unless prior arrangements have been approved by the Professor. Penalties of 10% per day late may be applicable in these cases. At the discretion of the instructor, assignments may be assigned in an exam environment, without electronic devices of any kind. No assignment may be submitted by e-mail.

3. Quizzes cannot be made up, but in the case of a *verifiable medical emergency*, with appropriate medical documentation, may be excused.

4. Students will not receive credit for any work or deadline missed because of an unexcused absence. If students are absent the day of a scheduled presentation (group or individual) they will receive a 0 for the presentation or project.

5. The reading outline is subject to change according to time constraints and other considerations; therefore, students are responsible for any changes that are announced in class whether they are in attendance or not.

6. Students are expected to check the D2L myClass site for this course before each class to stay informed; in the event of a class cancellation, the announcement will be posted there.

7. Students must produce their own writing, without using Chat-GPT or any other AI or language bot. In order to receive a grade, all submissions must be entirely the work of their authors. Academic integrity and honesty will be vigorously upheld. Any

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academic misconduct may be subject to disciplinary procedures in accordance with Northwestern Polytechnic policy.

9. Instructors reserve the right to use electronic plagiarism detection services on written assignments. Instructors also reserve the right to ban the use of any form of electronics (cell phones, Apple watches, iPods, tablets, scanning pens, electronic dictionaries, etc.) during class and during exams.

10. Students are advised to read the Northwestern Polytechnic Calendar and Student Rights and Responsibilities Policy for the rules regarding Registration, Withdrawals, Academic Misconduct including plagiarism, and Appeals.

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/polytechnic-leadership/policies-directory.

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

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