



DEPARTMENT OF ARTS AND EDUCATION

COURSE OUTLINE – SPRING 2011

EN1201 N4 Composition - 3 (3-0-0) 45 Hours

INSTRUCTOR: D. White

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OFFICE: C401

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OFFICE HOURS: Monday through Thursday, 12-1

PREREQUISITE(S)/COREQUISITE: None

REQUIRED TEXT/RESOURCE MATERIALS:

Text: Diana Hacker, *A Canadian Writer's Reference*, 4th edition

ISBN: 9780312593193

Links to other course materials will be on Moodle.

CALENDAR DESCRIPTION:

Construction of sentences, paragraphs, essays and application of appropriate punctuation, tone and grammar for formal academic essays.

CREDIT/CONTACT HOURS:

EN 1201 consists of three hours of lecture and writing exercises each day.

DELIVERY MODE(S):

The course work includes lectures, exercises, research and writing assignments as well as a midterm and final exam.

COURSE OUTCOMES:

The primary objectives of EN1201 are:

- To develop and enhance the ability to construct and present academic argument in written form.
- To gain an understanding of the structure and formatting of academic 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**

This course has university transferability to the University of Alberta, University of Calgary, University of Lethbridge, Athabasca University, Concordia University College of Alberta, Canadian University College, Grant MacEwan University and King's University College. For complete information consult the Alberta Transfer Guide (www.transferalberta.ca).

GRADING CRITERIA:

Class Participation	5%
In-class Assignments	10% (2.5% each)
Grammar Quizzes	15% (5% each)
Essay #1	10%
Essay #2	15%
Essay #3	25%
Final Exam	20%

All assignments must be word-processed. It is particularly important to save a copy of any written work handed in for credit or grading.

All assignments will be submitted electronically via Moodle. This procedure will be demonstrated in class.

All assignments are to be submitted before midnight on the due date. To encourage promptness and in fairness to those who complete their work on time, late assignments will be reduced 20% for each twenty-four hour period (or part thereof, including weekends and holidays) after the due date and time.

Extensions will only be considered when students contact the instructor prior to the deadline and present evidence of extenuating circumstances. Other scheduled coursework will not be considered an extenuating circumstance.

Grades will be assigned on the Letter Grading System.

GRANDE PRAIRIE REGIONAL COLLEGE			
GRADING CONVERSION CHART			
Alpha Grade	4-point Equivalent	Percentage Guidelines	Designation
A⁺	4.0	90 – 100	EXCELLENT
A	4.0	85 – 89	
A⁻	3.7	80 – 84	FIRST CLASS STANDING
B⁺	3.3	77 – 79	
B	3.0	73 – 76	GOOD
B⁻	2.7	70 – 72	
C⁺	2.3	67 – 69	SATISFACTORY
C	2.0	63 – 66	
C⁻	1.7	60 – 62	
D⁺	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

EVALUATION:

Students will be assessed on their research, synthesis and writing in the in-class assignments and three course essays. The grading of the three course essays will be weighted as follows:

25% content – Is the argument properly developed and supported with research?

25% grammar – Are the sentences properly formed? Is the English appropriate to academic writing?

25% citation and format – Does the paper conform to MLA or APA format?

25% essay elements – Are the introduction, conclusion, paragraph transitions and organization effective?

There will also be three grammar quizzes scheduled during class and a final exam written during the final class. All will have multiple choice and short-answer questions. The final exam will also include an essay component.

STUDENT RESPONSIBILITIES:

- Students are expected to commit the required time to complete this course. Requests to reschedule assignments or exams are extraordinary and will only be granted under such circumstances.
- Submitting assigned work on the dates set by the instructor. In a brief course, preserving timelines is essential. Late assignments will be penalized 20% per 24 hour period or part thereof beyond the due date and time.
- Regular attendance is important to success in EN1201. The lectures contain important information and interpretations for exams and instructions and examples for essays.
- Participation in course discussions is important and 5% of your final grade is based on your contributions to these classroom discussions.

STATEMENT ON PLAGIARISM AND CHEATING:

Please refer to pages 49-50 of the College calendar regarding plagiarism, cheating and the resultant penalties. These are serious issues and will be dealt with severely.

COURSE SCHEDULE/TENTATIVE TIMELINE:

Date	Grammar	Word Processor	Essay Writing	Common Error	In-Class Assignment	Other
May 2	Parts of a sentence	Revision Tools	What is an essay? / Types of Essays	Colloquialisms	What are your writing strengths and weaknesses?	Introduction
May 3	Punctuation	Justification and spacing	Research and citation methods	Apostrophes for plurals	Citation Assignment	
May 4	Verb Tenses	Referencing	Questions and Theses	Cliches	First essay Topic and Thesis	
May 5	Possessives	When to modify your font	Arranging an argument	Repetition	First essay Topic Defence	Grammar Quiz #1
May 9	Subject-Verb Agreement	Headers and Footers	How to Proofread	Sentence Fragments	Editing / First Essay Revision	
May 10	Parallelism	Page Breaks	Evaluating Sources	Misused Homophones	E-mail	E-mail etiquette

Date	Grammar	Word Processor	Essay Writing	Common Error	In-Class Assignment	Other
May 11	Passive Voice	Page Numbering	Writing Introductions	Enumerated quantities	Second essay Topic and Thesis	
May 12	Commas	Special Characters	Paragraphs	Problem phrases	Second essay Topic Defence	Grammar Quiz #2
May 16	Quotation Marks	Handling URLs	Transitions	Long Paragraphs	Second Essay Revision	
May 17	Pronouns	Find and Replace	Being Concise	Appearing objective	Writing shorter	
May 18	Being Precise	Spellcheck	Avoiding Plagiarism	Abbreviations	Third essay Topic and Research	
May 19	Split Infinitives	Tables and Images	Handling Numbers	Explaining quotations	Third essay	Grammar Quiz #3
May 24	Handling Case		Gendered Language	Personal Perspective	Third Essay Revision	Exam Review
May 25	Dangling Modifiers		Cover Pages		Practice Exam	Exam Review
May 26						Final Exam