

Grande Prairie Regional College
Department of Arts, Education, and Commerce
English Composition 1201, Fall 1995

Instructor: Rick Erlendson
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Office hours: 10 am to noon, Monday, Wednesday, and Friday.
By appointment at other times.

Course Description:

This course is designed to encourage the development and improvement of professional writing skills. While emphasis will be placed on practical writing skills, the course work will include a look at the principles of essay writing, including exposition and argumentation. The expectation is that students will improve in their ability to communicate in written form and thus enhance their effectiveness in their profession.

Texts Required:

- Norton, S. and Green, B. (1993). *The Bare Essentials: Form B* (Third Edition), Toronto: Harcourt Brace Canada.

(Optional)

- *Publication Manual of the American Psychological Association*
- A good college dictionary and thesaurus

Major Objectives:

- To increase writing competence and confidence toward the development of a technical writing style. This includes development of organizational and research skills that can be transferred to writing requirements in science, nursing, rehabilitative medicine, business, and computer technology courses.
- To develop the skills needed to successfully proof-read, edit, and revise written work.
- To correctly adhere to APA standards in written work.
- To increase original thinking, vocabulary usage, and various other aspects of written communication.

Course Evaluation:

Assignments generated and completed in class	35%
Written assignments	35%
Final exam (date to be announced by the Registrar's Office)	15%
Attendance, preparation for, and participation in class	10%
Quizzes and workbook completion	05%

Course Format:

English 1201 consists of three 50-minute classes weekly. Lectures, discussions, in-class writing assignments, exercises in composition, group work, and presentations are all potential parts of the classroom format.

Course Policies:

- Understanding that writing is a *process*, most writing assignments will involve multiple drafts to enable students to generate accurate, concise, well-written material.
- Assignments are due on the dates set by the instructor. When legitimate circumstances make this impossible, students should make alternate arrangements with the instructor **prior** to the due date.
- Students are reminded that plagiarism is a serious breach of academic integrity and evidence of it bears serious consequences.
- All grades will be assigned using the nine-point stanine scale -- 9 (90 - 100%) is markedly superior, 8 (80 - 89%) is excellent, 7 (72 - 79%) is very good, 6 (65 - 71) is good, 5 (55 - 64%) is fair, 4 (50 - 54%) is poor, and 3 (below 50%) equates to failure.