

Grande Prairie Regional College
Department of Arts, Education, and Commerce
English Composition 1201, Fall 1996

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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 components 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. (1996). *The Bare Essentials: Form A* (Fourth Edition), Toronto: Harcourt Brace Canada.

(Optional)

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

Major Objectives:

- To increase writing competence and confidence toward the development of a technical writing style. This includes the development of organizational and research skills that can be transferred to writing requirements in a variety of departments at Grande Prairie Regional College: science, nursing, forestry, computer systems technology, and rehabilitative services.
- To develop the skills needed to successfully proof-read, edit, and revise written work.
- To cultivate an understanding of 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	20%
Assignments completed out of class	35%
Final exam	10%
Attendance, preparation for, and participation in class	10%
Workbook completion	15%
Quizzes	05%
Evidence of growth and development in writing	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 must 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. Handing in papers written in previous courses constitutes as plagiarism; therefore, this practice should be avoided.
- 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
 - 3 (below 50%) equates to failure