

## Course Outline: English Composition 1201

**Instructor:** Roger Mortimer

**Telephone:** 513-3697

**Office Hours:** Monday, Wednesday, and Friday, 10:30-11:30 and by appointment.

**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 components of essay writing, including exposition and argumentation. The expectation is that students will improve their ability to communicate in written form.

### Required Texts:

- Norton, S. and Green, B. (1996). *The Bare Essentials: Form A* (Fourth Edition). Toronto: Harcourt Brace Canada.
- A good college dictionary and thesaurus.

### Major Objectives:

- To increase competence and confidence in technical writing. 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.

### Course Evaluation:

Assignments generated and completed in class.....	20%
Assignments completed out of class.....	35%
Attendance and participation in class.....	10%
Workbook Exercises.....	10%
Quizzes: .....	10%
Evidence of growth and development in writing.....	5%
Final Exam.....	10%

**Course Format:** English 1201 consists of three 50-minute classes weekly. Lectures, discussion, 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 plagiarism.