



## DEPARTMENT OF ARTS AND EDUCATION

### COURSE OUTLINE – Winter 2021

#### EN1201 (C3): Composition and Rhetoric – 3 (6-0-0) 45 Hours for 15 Weeks

**INSTRUCTOR:** Dr. Craig Smith      **PHONE:** 780-539-2894  
**OFFICE:** C308      **E-MAIL:** CrSmith@gprc.ab.ca  
**OFFICE HOURS:** By appointment via Zoom

**WINTER 2021 DELIVERY: Remote Delivery.** This course is delivered remotely. There are no face-to-face or onsite requirements. Students must have a computer with a webcam and reliable internet connection. Technological support is available through [helpdesk@gprc.ab.ca](mailto:helpdesk@gprc.ab.ca).

**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)/COREQUISITE:** none

#### **REQUIRED TEXTS/RESOURCE MATERIALS:**

All required class readings will be available on myClass (D2L); it is *your* responsibility to ensure that you are able to access and read these documents well in advance of the class in which they will be discussed.

**COURSE OBJECTIVES:** The aims of this course are to enable students to become more technically and rhetorically proficient writers. Students taking this course will not only gain a greater understanding of the fundamentals of grammar and style but will also have the chance to read and analyze a range of texts that will provide students with the tools to recognize and utilize persuasive rhetoric in a variety of forms. The goal of this course is to provide students with an understanding of the ways in which critical reading and effective writing go hand-in-hand.

**LEARNING OUTCOMES:** After taking this course, the successfully participating students will demonstrate the following:

- The ability to identify and to employ a range of sentence structures
- The ability to compose grammatically correct sentences
- The ability to punctuate writing proficiently and to recognize improperly punctuated material
- The ability to recognize varied rhetorical strategies in a range of texts as well as the ability to employ a variety of rhetorically persuasive techniques in students' own writing
- The ability to produce coherent, unified, and well-structured essays
- The ability to consider factors such as the occasion, purpose, and audience for a piece of writing
- An ability to identify different paragraph structures and patterns and to recreate them
- Knowledge of different models of thesis statements and topic sentences and a corresponding ability to craft different types of thesis statements and topic sentences
- An ability to perform close readings of texts and to write clearly and informatively about them

**TRANSFERABILITY:** This course is considered a University Transferable Course; however, the student has the final responsibility for ensuring the transferability of this course to Alberta Colleges and Universities.

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://www.transferalberta.ca>.

**\*\* 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 and transferable grades.**

## **EVALUATIONS:**

Participation – 5%

Midterm – 15%

Written assignments (two in total) – 30%

Applied Knowledge Tasks (four in total) – 20%

Final Exam – 30%

**Note:** The midterm examination and final examination for this course must be taken online with the use of Respondus Lockdown Browser and Respondus Monitor exam proctoring software. Students must download Lockdown Browser and Respondus Monitor will automatically start with examinations through myClass. The proctoring software is a requirement to uphold academic integrity and is necessary to meet accreditation requirements. Lockdown Browser and Respondus Monitor requires Windows or Mac desktop, laptop, or iPad platforms. Chromebooks, smart phones, and other tablets are not supported. If you do not have access to a Windows or Mac desktop, laptop or iPad, you can book a College PC via the GPRC App -> On-campus Reservations.

You can learn more about Respondus Lockdown Browser and Respondus Monitor here: <https://web.respondus.com/lockdownbrowser-student-video/>. It is important to note that the software recordings are automated systems and are designed to be less intrusive than in-person proctors. The software is only running while you are signed in during your exam. The exam administrators only review the recordings after the exam is submitted and only if it was flagged due to suspicious activity.

The collection and use of your personal information is in accordance with the Freedom of Information and Protection of Privacy (FOIP) Act S. 33 (c) which states that “No personal information may be collected by or for a public body unless that information relates directly to and is necessary for an operating program or activity of the public

body.” In addition S. 39 (4) states, “A public body may use personal information only to the extent necessary to enable the public body to carry out its purpose in a reasonable manner.”

If you are unable to complete your examinations using the proctoring software, you may request alternative accommodations to the online testing by contacting your instructor and the GPRC Testing Centre by telephone at 780-539-2212 to arrange to write your exam. Students must book their examinations no less than 2-weeks in advance of the test date and students who choose to write an examination in the GPRC Testing Centre are responsible for the \$30 sitting fee.

**GRADING CRITERIA:**

Please note that most universities will not accept your course for transfer credit **IF** your grade is **less than C-**.

| <b>Alpha Grade</b> | <b>4-point Equivalent</b> | <b>Percentage Guidelines</b> |  | <b>Alpha Grade</b> | <b>4-point Equivalent</b> | <b>Percentage Guidelines</b> |
|--------------------|---------------------------|------------------------------|--|--------------------|---------------------------|------------------------------|
| <b>A+</b>          | <b>4.0</b>                | <b>90-100</b>                |  | <b>C+</b>          | <b>2.3</b>                | <b>67-69</b>                 |
| <b>A</b>           | <b>4.0</b>                | <b>85-89</b>                 |  | <b>C</b>           | <b>2.0</b>                | <b>63-66</b>                 |
| <b>A-</b>          | <b>3.7</b>                | <b>80-84</b>                 |  | <b>C-</b>          | <b>1.7</b>                | <b>60-62</b>                 |
| <b>B+</b>          | <b>3.3</b>                | <b>77-79</b>                 |  | <b>D+</b>          | <b>1.3</b>                | <b>55-59</b>                 |
| <b>B</b>           | <b>3.0</b>                | <b>73-76</b>                 |  | <b>D</b>           | <b>1.0</b>                | <b>50-54</b>                 |
| <b>B-</b>          | <b>2.7</b>                | <b>70-72</b>                 |  | <b>F</b>           | <b>0.0</b>                | <b>00-49</b>                 |

**COURSE SCHEDULE/TENTATIVE TIMELINE:**

Weeks 1-3:           Considering Occasion, Purpose, and Audience  
                               Grammar, Syntax, Sentence Structure

Weeks 3-7:           Development patterns  
                               Rhetoric

Weeks 8-11: Paragraph structure  
Citation  
Style

Weeks 11-15: Recognizing, evaluating, and making arguments  
Effective editing  
Fundamentals of research and documentation

### **STUDENT RESPONSIBILITIES:**

1. Written assignments, applied knowledge tasks, and the final paper are to be uploaded to myClass (D2L). Students must accept the Turnitin agreement to submit written work.
2. Assignments are to be submitted *on time*. Late assignments will incur a penalty of 5% per day, with weekends counting as two days.
3. Extensions will not be granted for written assignments or tasks except in extenuating circumstances. Documentation will be required.
4. Classes will be synchronous and students are expected to attend *all* remotely delivered classes. Unexcused absences will negatively affect the participation component of a student's grade and could result in a failing grade for that component of a student's final mark. Students who attend only part of a class, rather than the whole class, will be considered absent for that class.
5. Students are required to check this course's myClass page before each class to stay informed concerning the schedule of readings as well as course updates and announcements.
6. The midterm will not be rescheduled except in extenuating circumstances.

Documentation will be required for any student wishing to write the midterm on an alternate date.

7. This is an unusual semester, and it will bring unique challenges to all of us. Accordingly, it is especially important for all of us to work to foster a respectful, collegiate environment when we meet. Please have your webcams turned on during class time. The chat function of Zoom is reserved for class-related discussions. There will be zero tolerance for belligerence and rudeness between students.

8. Students should feel free to email me with questions or concerns at any point during the semester. That said, be aware that all your instructors are expecting a high volume of emails due to the situation created by the Covid-19 pandemic. This means that although I will do my best to respond to your emails as quickly as possible, students should anticipate a 24-48 hour delay (depending on which day, the time of the day, what stage of the semester we're in, etc.). Students should also be prepared to meet with me via Zoom to discuss any matters that cannot be answered quickly through email (going over a draft of an upcoming assignment, reviewing comments on a marked assignment, etc.).

9. The final exam for this class will be scheduled by the registrar and will take place in April. The exam will not be rescheduled except in extenuating circumstances. Documentation will be required for any student wishing to write the final exam on an alternate date.

Refer to the College Policy on Student Rights and Responsibilities at [www.gprc.ab.ca/d/STUDENTRIGHTSRESPONSIBILITIES](http://www.gprc.ab.ca/d/STUDENTRIGHTSRESPONSIBILITIES)

#### **STATEMENT ON PLAGIARISM AND CHEATING:**

Cheating and plagiarism will not be tolerated and there will be penalties. For a more precise definition of plagiarism and its consequences, refer to the Student Conduct section of the College Calendar at <http://www.gprc.ab.ca/programs/calendar/> or the College Policy on Student Misconduct: Plagiarism and Cheating at <https://www.gprc.ab.ca/about/administration/policies>

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, Blackberries, iPods, tablets, scanning pens, electronic dictionaries, etc.) during class and during exams.**

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