



COURSE OUTLINE

English 030

Introduction to Writing

90 HOURS

3 credits

PREPARED BY: Melanie McFadyen DATE: June, 2017

APPROVED BY: Erica Bourdon DATE: June, 2017

APPROVED BY ACADEMIC COUNCIL: 2016

RENEWED BY ACADEMIC COUNCIL: (date)

(Creative Commons Copyright)

SCHOOL OF ACADEMIC AND SKILL DEVELOPMENT

ENGL 030

3 Credit Course

Fall, 2017

ENGLISH 030

INSTRUCTOR: Melanie McFadyen

OFFICE HOURS: Wednesday 9:30 –
10:30 or by appointment

OFFICE LOCATION: A303

CLASSROOM: T1083

E-MAIL: mmcfadyen@yukoncollege.yk.ca

TIME: 10:30-12:00

TELEPHONE: 867-668-5260

DATES: M/T/W/TH; Sept. 6 – Dec. 12

COURSE DESCRIPTION

English 030 is a **90-hour course** that introduces students to academic reading, writing and communication skills. The writing component of this course includes an overview of the writing process (prewriting, outlining, drafting, revising), grammar, spelling, vocabulary development and a variety of written assignments, including paragraphs, a midterm, and final exam. In the reading component of the course, students will develop and practice a variety of reading strategies through the use of short stories, essays and articles. Students will be encouraged to explore culturally relevant or northern resources. Other skills students will develop in preparation for further academic study include critical analysis, research skills, presentation skills and using basic word processing skills.

Students will complete a variety of reading and writing assignments and will be asked to present information in a variety of ways. Additionally, students will undertake a short research project.

There will be a midterm and final exam in this course.

PREREQUISITES

Successful completion of Foundations 020

or

Acceptance to College Prep

EQUIVALENCY OR TRANSFERABILITY

Yukon College's ENGL 030 English Fundamentals is designed on the model of the BCCAT ABE Handbook for Intermediate English. Though the course has been designed using BCCAT ALFE as a guide, it is not an articulated, transferable course. ENGL 030 English Fundamentals is roughly equivalent to grade 10 in BC's Ministry of Education K-12 system.

LEARNING OUTCOMES

Upon successful completion of the course, students will be able to do the following:

- Communicate ideas effectively and coherently, both orally and in writing (including being able to apply basic word processing skills to various written assignments)
- Apply the writing process (prewriting, paragraph writing, and editing) to compose summaries, paragraphs, responses and creative pieces that consider audience and purpose
- Apply knowledge of basic grammar and sentence skills in writing
- Differentiate between modes of paragraph writing
- Apply reading strategies, including drawing on background knowledge, skimming, predicting, summarizing and using reference material (dictionary, thesaurus, index, glossary etc.) for more effective reading comprehension and retention of vocabulary
- Critically analyze and present information, including evaluating, interpreting, classifying and drawing conclusions from information.

DELIVERY METHODS/COURSE FORMAT

The course delivery may include a combination of lecture, discussion, group work, guided writing time, tutorials and individual reading or writing activities. Critical thinking skills will be developed through reading activities and written responses as well as class participation. Speaking and listening skills will be developed through class participation and a presentation. Some time may be allowed for starting assignments in class, but much of the graded assignments will be completed outside of class time. Students should expect to put in about three to six hours of work per week outside of class time. It is important that students bring the assigned text to class.

EVALUATION

Paragraphs: (4@10%)	40%
Research Project and Presentation	15%
Writing Activities	10%
Readings & Responses	10%
Grammar & Editing	5%
Participation	5%
Midterm Exam	5%
Final Exam	10%

Total:	100%

In order to receive credit for English 030, students are required to complete all of the graded assignments listed in the course outline.

Students must achieve an overall grade of B- (65% or higher) to continue on to English 050.

Grades:

Yukon College uses a letter grade system and calculates weighted grade point averages (GPA) on a 4.0 scale.

A+	95-100	4.0
A	86-94	4.0
A-	80-85	3.7
B+	75-79	3.5
B	70-74	3.0
B-	65-69	2.7
C+	62-64	2.5
C	58-61	2.0
C-	55-57	1.7
D	50-54	1.0
F	Under 50	0.0

LATE POLICY

Students can request one negotiated late during the semester for written assignments. Such requests must be made at least two days in advance of the due date. Any late exams writes will be written, upon approval of instructor, within one week in the Testing Centre, depending upon service availability. No extensions will be given for the Research Paragraph or Final Exam.

Assignments are due by 10:30 a.m. the day of the due date unless otherwise negotiated. Late papers will receive a penalty of 2% per day late. When submitting late assignments, please have them initialled by a staff member with the date and time of submission and placed into the instructor's mailbox. Assignments will be accepted up to one week after the due date. After that, the student will receive a mark of zero for the late assignment.

REQUIRED TEXTBOOKS AND MATERIALS

Bailey, R.E., Denstaedt, L., & Hirmer, T.G. (2014). *On the go: Sentence to paragraph*, Canadian edition. Toronto, ON: McGraw-Hill Ryerson.

ACADEMIC AND STUDENT CONDUCT

Information on academic standing and student rights and responsibilities can be found in the current Academic Regulations that are posted on the Student Services/ Admissions & Registration web page.

ATTENDANCE

Consistent attendance is necessary in order to practice writing, obtain feedback, write quizzes, participate in weekly discussions, and to adequately prepare for major assignments. Please notify instructor if you are going to be absent.

COMMUNICATION

As an adult student, it is your responsibility to communicate regularly with your instructor. If you need additional assistance, if you need to miss classes, or if you need to renegotiate a deadline, it is your responsibility to initiate communication with the instructor. The instructor can be approached at the end of class, during weekly office hours, by email, or by telephone. There will also be an opportunity to communicate during one-on-one feedback sessions during class time.

APPROPRIATE LANGUAGE

In all areas of the college environment, students are responsible for showing respect for others. Swearing, or language that is discriminatory or derogatory in relation to race, sex, ethnic background, religious beliefs, age, and physical condition is not appropriate and will not be tolerated.

ELECTRONIC DEVICES

In order to be successful in classes and minimize distractions for others, cell phones, iPods, and other electronic devices must be turned off and put away while students are in class. In an emergency situation, the instructor may give a student permission to use a cell phone or pager.

PLAGIARISM

Plagiarism is a serious academic offence. Plagiarism occurs when students present the words of someone else as their own. Plagiarism can be the deliberate use of a whole piece of another person's writing, but more frequently it occurs when students fail to acknowledge and document sources from which they have taken material. Whenever the words, research or ideas of others are directly quoted or paraphrased, they must be documented according to an accepted manuscript style (e.g., APA, CSE, MLA, etc.). Resubmitting a paper which has previously received credit is also considered plagiarism. Students who plagiarize material for assignments will receive a mark of zero (F) on the assignment and may fail the course. Plagiarism may also result in dismissal from a program of study or the College.

ACADEMIC SUPPORT CENTRE/WRITING CENTRE

All students are encouraged to make the Academic Support Centre/Writing Centre a regular part of the writing process for coursework. The Writing Centre offers writing coaching sessions to students of all writing abilities. For further information or to book an appointment, visit the Centre's website: http://www.yukoncollege.yk.ca/student_info/pages/writing_centre

Students are also encouraged to seek assistance in the Academic Support Centre. There will be a monthly schedule posted indicating times that English instructors are there to assist. Students may also use the computers in the ASC to conduct research and/or complete assignments.

YUKON FIRST NATIONS CORE COMPETENCY

Yukon College recognizes that a greater understanding and awareness of Yukon First Nations history, culture and journey towards self-determination will help to build positive relationships among all Yukon citizens. As a result, to graduate from ANY Yukon College program, you will be required to achieve core competency in knowledge of Yukon First Nations. For details, please see www.yukoncollege.yk.ca/yfnccr.

ACADEMIC ACCOMMODATION

Reasonable accommodations are available for students requiring an academic accommodation to fully participate in this class. These accommodations are available for students with a documented disability, chronic condition or any other grounds specified in section 8.0 of the Yukon College Academic Regulations (available on the Yukon College website). It is the student's responsibility to seek these accommodations. If a student requires an academic accommodation, he/she should contact the Learning Assistance Centre (LAC) at (867) 668-8785 or lassist@yukoncollege.yk.ca.