

**Brescia University College at Western University**

**WRITING 1020G/532**

**Introduction to University Writing, Winter 2019**

**Instructor: Dr. Magdalena Kubow / mlopatow@uwo.ca**

**COURSE INFORMATION**

LECTURES: Tuesdays 4:30-5:30pm and Thursdays 3:30-5:30pm in BR-18

OFFICE HOURS: Tuesdays 3:30-4:30pm or by appointment in the St. James Building (120)

COURSE DESCRIPTION: This course introduces students to conceptual and practical conventions of university writing. A focus on the writing process—critical reading, thesis development, drafting, editing, and formatting—will allow students to refine their critical thinking and independent research skills, and hone the other skills necessary to successfully negotiate the challenges of writing at the university level.

COURSE OBJECTIVES, OUTCOMES, and COMPETANCIES: Concepts such as purpose, audience, pre-writing, thesis development, illustrating ideas, paraphrasing and summarizing, description, process analysis, and argument and persuasion will be developed. Students will also hone their proficiency with grammar, referencing material, and learn key approaches to research, essay writing, and other academic writing such as annotated bibliographies and reviews. Skills attained: Critical Thinking, Social Awareness, Inquiry and Analysis, and Communication.

Prerequisite(s): None

Antirequisite(s): Writing 0002F/G, Writing 1002F/G, Writing 1021F/G, Writing 1022F/G and Writing 2101F/G

**REQUIRED TEXTS:**

The Brief Penguin Handbook + Reader's Choice is available in the UWO Book Store.

Search by ISBN (978-0134460833 / 9780205960361) or by course code to retrieve the package.

Lester Faigley, Heather Graves, and Roger Graves, eds. *The Brief Penguin Handbook*, 4th ed. Toronto: Pearson, 2018. Print.

Flachmann, Kim, et al, eds. *Reader's Choice*, 7th ed. Toronto: Pearson, 2013. Print.

EVALUATION:

Portfolio 1 (Feb 12): 15%

Portfolio 2 (Mar 28): 25%

Essay Proposal (Feb 5): 10%

Peer review (Mar 19): 10%

Essay (Apr 2): 35%

Participation: 5%

Assignment Breakdown:

- Each student is responsible for maintaining a portfolio of 6 in-class assignments and 6 journal entries reflecting on the writing process. The portfolio is due two times: Feb 12 (3 full entries) and Mar 28 (3 full entries).

\*You may only hand in portfolio entries for the weeks you are present, attendance is taken each class. These submissions are worth  $15\% + 25\% = 40\%$  of the final grade.

- The essay proposal (including an outline/plan and a working thesis, 3 annotations, and a works cited page) is due on Feb 5 and is worth 10%; the final essay is due on Apr 2 and is worth 35%.

- Written peer feedback response is worth 10% to be **completed in weeks 10 and 11 (written peer review due Mar 19). Attendance on March 14<sup>th</sup> is mandatory.** There is no opportunity to make up the peer review session.

\*Participation in class = 5%

\*All assignments will be explained in detail in class; class attendance and participation is crucial for success in the course. Assignment instructions and handouts will be provided. Please consult the instructor in a timely manner if you have any questions regarding assignment requirements.

\*Unless stated by the instructor, all in-class work will be done utilizing paper and pen – no technology will be permitted in class.

**\*Late assignments will be penalized 3% per day. Assignments that are handed in more than one week after the due date will not be accepted without documentation from an academic advisor.** This course focuses on the process of writing: attendance and participation is essential.

\*Please Note: Essay Topics and other readings are subject to change

Bonus Marks (Writing Centre):

- Attend **2** Peer Tutor Sessions for your proposal (x1) and/or essay(x2) (25 min each session) and get an extra **3% on your final essay. Please make sure to let the Peer Tutor know your visit is for our course: 1020 (532).**
- Attend **2** Peer Tutor Sessions (25 min each session) for your **Final Portfolio and get an extra 3% on your final portfolio mark.**

## COURSE OUTLINE

### WEEK 1

Jan 8 & 10: Introduction, Course Outline, Requirements, and Student Writing Sample

Read Flachmann et al, Reader's Choice (RC), pages 1-42, and Faigley, et al, The Brief Penguin Handbook (BPH), pages 1-74.

### WEEK 2

Jan 15 & 17: If you have not completed last week's readings, please finish Flachmann et al, Reader's Choice (RC), pages 1-42, and Faigley, et al, The Brief Penguin Handbook (BPH), pages 1-74.

- Review of Purpose, Audience, Subject, and Perspective
- Thinking/Reading/Writing Critically
- Prewriting, Writing and Rewriting—Inventory
- Finding a Thesis (see RC 494-495) – Annotated Bibliographies

### WEEK 3

Jan 22 & 24: Read RC 129-138, Anita Rau Badami's "My Canada" RC 139-145, and BPH 200-225. The following sections (21, 22) in the BPH are on MLA & APA.

- The Thesis Cont'd—Taking a position / Essay Structure
- QUESTIONS? Research Strategies – Annotated Bibliographies - BPH Citing Sources
- Illustrating Ideas

#### **WEEK 4**

Jan 29 & 31: Read RC 83-93, Matt Cohen’s “Zada’s Hanukkah Legacy” 112-119, and BPH 75-111 (Sample Literary Analysis 82, Observation 92, Case Study 96, Lab Report 100, Application and Resumé 104+)

- Narration—Telling a Story
- Paraphrase and Summary

#### **WEEK 5**

Feb 5 & 7: Read RC 43-54, Jean Yoon’s “Halmonee” 59-66, and BPH 373-428

- Description & Analysis
- Grammar Review and Citation/Documentation: MLA and APA

#### **Essay Proposal Due In Class Feb 5**

#### **WEEK 6**

Feb 12 & 14: Read RC 175-84, Dakshana Bascaramurty’s “My Parents Killed Santa (and Nobody Cared)” 200-204, and BPH 429-490

- Process Analysis—Explaining Step by Step
- The Sentence —Grammar, Structure, Clarity

#### **Portfolio Due In Class Feb 12**

#### **WEEK 7 Feb 19 & 21- READING WEEK – NO CLASS- Please Continue Working on Your Essays**

**WEEK 8**

Feb 26 & 28: Read RC 216-25, Alex Boyd’s “In Defence of Graffiti” 256-261, and BPH 341-371

- Division/Classification—Finding Categories
- Portfolio Class Discussion

**WEEK 9**

Mar 5 & 7: Read RC 301-09, Lawrence Hill’s “Don’t Call Me That Word” 339-343, and if not previously completed, read BPH 341-371

- Definition—Limiting the Frame of Reference
- Strengthening Your Position
- Punctuation Review: Signposts

**WRITING WORKSHOP ON MARCH 7TH– Laptops are allowed for the purpose of working on your essay draft – bring any questions you may have. Next week we will conduct a peer review, so you must have a rough draft prepared.**

**WEEK 10 (Peer Review)-PLEASE BRING A PAPER COPY OF YOUR ESSAY DRAFT**

Mar 12 & 14: Read RC 344-55 and Evelyn Lau’s “More and More” 397-406

- Cause/Effect—Tracing Reasons and Results
- Rewriting

**Peer Review Conducted Mar 14****WEEK 11 (Peer Review Due)**

Mar 19 & 21: Read RC 262-73, Irshad Manji’s “Status Anxiety?” 284-288, and *re-read* BPH 35-74

- Comparison/Contrast—Discovering Similarities and Differences
- Writing a Review

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**Peer Review Due In Class Mar 19**

**WEEK 12**

Mar 26 & 28: Read RC 407-20 and Daniel Fricker and Lars Kushner “Anti-Gay Bullying” 431-436

- Argument/Persuasion—Inciting People to Thought/Action
- Logical Fallacies

**Portfolio Due In Class Mar. 28**

**WRITING WORKSHOP MAR 28TH – Laptops are allowed for the purpose of working on your essay draft – consider your peer’s review of your essay. Bring any questions you have to class.**

**WEEK 13**

Apr 2 & 4: Read RC 471-476 and Lawrence Norton’s “Facilitated Communication & the Power of Belief” 486-492

- Documentation in Essays (final review)
- Grammar Review

**ESSAY DUE APRIL 2**

**WEEK 14**

Apr 9:

- Portfolio Review and Essay Review

## 2018-19 BRESCIA UNIVERSITY COLLEGE ACADEMIC POLICIES AND REGULATIONS

### 1. POLICY REGARDING MAKEUP EXAMS AND EXTENSIONS OF DEADLINES

When a student requests academic accommodation (e.g., extension of a deadline, a makeup exam) for work representing 10% or more of the student's overall grade in the course, it is the responsibility of the student to provide acceptable documentation to support a medical or compassionate claim. All such requests for academic accommodation **must** be made through an Academic Advisor and include supporting documentation.

Academic accommodation for illness will be granted only if the documentation indicates that the onset, duration and severity of the illness are such that the student could not reasonably be expected to complete her academic responsibilities. Minor ailments typically treated by over-the-counter medications will not normally be accommodated.

Students must submit their documentation along with a request for relief specifying the nature of the accommodation being requested no later than two business days after the date specified for resuming responsibilities. In cases where there might be an extended absence or serious issue, students should submit their documentation promptly and consult their Academic Advisor for advice during their recovery period. Whenever possible, students who require academic accommodation should provide notification and documentation in advance of due dates, examinations, etc. Appropriate academic accommodation will be determined by the Dean's Office/Academic Advisor in consultation with the student's instructor(s). Academic accommodation may include extension of deadlines, waiver of attendance requirements for classes/labs/tutorials, arranging Special Exams or Incompletes, re-weighting course requirements, or granting late withdrawals without academic penalty

Please note that personal commitments (e.g., vacation flight bookings, work schedule) which conflict with a scheduled test, exam or course requirement are **not** grounds for academic accommodation.

A UWO Student Medical Certificate (SMC) is **required** if a student is seeking academic accommodation on medical grounds. This documentation should be obtained at the time of the initial consultation with the physician/nurse practitioner or walk-in clinic. A SMC can be downloaded from:

[http://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/medicalform.pdf](http://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf) . The student must request documentation sufficient to demonstrate that her ability to meet academic responsibilities was seriously affected. Please note that under University Senate regulations documentation stating simply that the student "was seen for a medical reason" or "was ill" is **not** adequate to support a request for academic accommodation.

The full policy on requesting accommodation due to illness can be viewed at:

[http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&SelectedCalendar=Live&ArchiveID=#Page\\_12](http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&SelectedCalendar=Live&ArchiveID=#Page_12)

### 2. ACADEMIC CONCERNS

If you feel that you have a medical or personal challenge that is interfering with your work, contact your instructor and Academic Advisor as soon as possible. Problems may then be

documented and possible arrangements to assist you can be discussed at the time of occurrence rather than on a retroactive basis. Retroactive requests for academic accommodation on medical or compassionate grounds are not normally considered.

If you think that you are too far behind to catch up or that your work load is not manageable, you should consult your Academic Advisor. If you consider reducing your workload by dropping one or more courses, this must be done by the appropriate deadlines (refer to the Registrar's website, <http://brescia.uwo.ca/academics/registrar-services/> or the list of official sessional dates in the Academic Calendar, see the Sessional Dates tab at <http://www.westerncalendar.uwo.ca/index.cfm?SelectedCalendar=Live&ArchiveID=> ). You should consult with the course instructor and the Academic Advisor who can help you consider alternatives to dropping one or more courses. *Note that dropping a course may affect OSAP eligibility and/or Entrance Scholarship eligibility.*

### 3. ABSENCES

**Short Absences:** If you miss a class due to a minor illness or other problems, check your course outline for information regarding attendance requirements and make sure you are not missing a test or assignment. Cover any readings and arrange to borrow notes from a classmate. Contact the course instructor if you have any questions.

**Extended Absences:** If you have an extended absence, you should contact the course instructor and an Academic Advisor. Your course instructor and Academic Advisor can discuss ways for you to catch up on missed work and arrange academic accommodations, if appropriate and warranted.

It is important to note that the Academic Dean may refuse permission to write the final examination in a course if the student has failed to maintain satisfactory academic standing throughout the year or for too frequent absence from the class or laboratory ([http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=5&SelectedCalendar=Live&ArchiveID=#SubHeading\\_68](http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=5&SelectedCalendar=Live&ArchiveID=#SubHeading_68) ).

### 4. SCHOLASTIC OFFENCES

Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at: [http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&SelectedCalendar=Live&ArchiveID=#Page\\_20](http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&SelectedCalendar=Live&ArchiveID=#Page_20) .

Students are responsible for understanding the nature of and avoiding the occurrence of plagiarism and other academic offences. Note that such offences include plagiarism, cheating on an examination, submitting false or fraudulent assignments or credentials, impersonating a candidate, or submitting for credit in any course without the knowledge and approval of the instructor to whom it is submitted, any academic work for which credit has previously been obtained or is being sought in another course in the University or elsewhere. Students are advised to consult the section on Scholastic Discipline for Undergraduate Students in the Academic Calendar.

If you are in doubt about whether what you are doing is inappropriate or not, consult your instructor, the Academic Dean's Office, or the Registrar. A claim that "you didn't know it was wrong" is not accepted as an excuse.

The penalties for a student guilty of a scholastic offence (including plagiarism) include refusal of a passing grade in the assignment, refusal of a passing grade in the course, suspension from the University, and expulsion from the University.

### **Plagiarism:**

Students must write their essays and assignments in their own words. Whenever students take an idea or a passage from another author, they must acknowledge their debt both by using quotation marks where appropriate and by proper referencing such as footnotes or citations. Plagiarism is a major academic offence.

All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com (<http://www.turnitin.com>).

### **Computer-marked Tests/exams:**

Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating. Software currently in use to score computer-marked multiple-choice tests and exams performs a similarity review as part of standard exam analysis.

## **5. PROCEDURES FOR APPEALING ACADEMIC EVALUATIONS**

All appeals of a grade must be directed first to the course instructor. If the student is not satisfied with the decision of the course instructor, a written appeal is to be sent to the School Chair. If the response of the Chair is considered unsatisfactory to the student, she may then submit a written appeal to the Office of the Dean. If the student is not satisfied with the decision of the Dean, she may appeal to the Senate Review Board Academic (SRBA), if there are sufficient grounds for the appeal. For information on academic appeals you can consult your Academic Advisor or see the Student Academic Appeals – Undergraduate in the Academic Calendar

[http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&SelectedCalendar=Live&ArchiveID=#Page\\_14](http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&SelectedCalendar=Live&ArchiveID=#Page_14).

Note that final course marks are not official until the Academic Dean has reviewed and signed the final grade report for the course. If course marks deviate from acceptable and appropriate standards, the Academic Dean may require grades to be adjusted to align them with accepted grading practices.

## 6. PREREQUISITES

Unless you have either the prerequisites for a course or written special permission from the Dean to enroll in it, you will be removed from the course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisite(s).

## 7. SUPPORT

### Support Services

The Brescia University College Registrar's website, with a link to Academic Advisors, is at <http://brescia.uwo.ca/academics/registrar-services/>. The website for the Student Development Centre at Western is <http://www.sdc.uwo.ca/>.

### Mental Health and Wellness

Students may experience a range of issues that can cause barriers to your learning, such as increased anxiety, feeling overwhelmed, feeling down or lost, difficulty concentrating and/or lack of motivation. Services are available to assist you with addressing these and other concerns you may be experiencing. You can learn more about mental health and wellness at Brescia at <http://brescia.uwo.ca/life/mental-health-wellness/>. Students who are in emotional/mental distress should refer to Health and Wellness at Western, [http://uwo.ca/health/mental\\_wellbeing/index.html](http://uwo.ca/health/mental_wellbeing/index.html), for information about how to obtain help for yourself or others.

### Sexual Violence

All members of the Brescia University College community have a right to work and study in an environment that is free from any form of sexual violence. Brescia University College recognizes that the prevention of, and response to, Sexual Violence is of particular importance in the university environment. Sexual Violence is strictly prohibited and unacceptable and will not be tolerated. Brescia is committed to preventing Sexual Violence and creating a safe space for anyone in the Brescia community who has experienced Sexual Violence.

If you or someone you know has experienced any form of Sexual Violence, you may access resources at <http://brescia.uwo.ca/life/sexual-violence/>.

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Portions of this document were taken from the Academic Calendar, the Handbook of Academic and Scholarship Policy and the Academic Handbook of Senate Regulations. This document is a summary of relevant regulations and does not supersede the academic policies and regulations of the Senate of the University of Western Ontario.