

University of Calgary
Department of Communication, Media and Film

Academic Writing ACWR 203, L01
INTRODUCTORY ACADEMIC WRITING II

FALL 2018

Tues., Sept. 11 – Wed., Dec. 5 (excluding Nov. 13 and Nov. 14)

Lec: W 12:00-14:45 (SS 018 on Oct. 10 & 24); Tutorial: T 12:30-13:20

Instructor: Dr. Paul Papin
Office: TFDL 368k
Office Phone: (403) 220-2696
E-Mail: ppapin@ucalgary.ca
Web Page: D2L available through MyUofC portal
Office Hours: T 9:30-11:30 or by appointment

Course Description

An introduction to inquiry-based research writing, from formulating good research questions to conducting an information search, developing an argument, using sources effectively, and revising and editing.

Additional Information

Tuesdays: Grammar and discussion of readings
Wednesdays: Theory and writing/research exercises

Objectives of the Course

By the end of this course, students should be able to:

- read and think critically
- develop research questions
- do secondary research
- write well-constructed essays
- properly cite secondary sources

Textbooks and Readings

Lipschutz, G., Scarry, S., Scarry, J. (2016). *The Canadian Writer's Workplace, Eighth Canadian Edition*. Toronto: Nelson.

Internet and electronic communication device information

Please be courteous. Cell phones must be put away at the start of class. Please respect your classmates' right to hear the class discussion.

Assignments and Evaluation

- In-class tutorial assignments: **20%** (10 x 2%)

Every Tuesday from Sept. 11 to Dec. 4

These assignments will help you practice your grammar. Every Tuesday, you will complete and hand in a grammar assignment at the end of class. These assignments are pass/fail (i.e., you'll either get the full 1% or 0), and cannot be made up at a later date.

- Lecture assignments: **20%** (4 x 5%)

Oct. 10, Oct. 24, Oct. 31, Nov. 7

These assignments will help you to research, develop, and edit your research essay. They will be completed during class and must be handed in at the end of class. These assignments are pass/fail (i.e., you'll either get the full 5% or 0), and cannot be made up at a later date.

- Midterm Exam, Oct. 24: **25%**

You'll have the entire class to respond to readings and to write coherent paragraphs.

- Research Essay (2,000 words/8 pgs.): **35%**

Draft 1: Due Nov. 21 (25%)

Draft 2: Due Dec. 5 (10%)

You're strongly encouraged to make at least one writing-support appointment before submitting the first draft, and then at least one additional appointment after getting back your first draft. The remaining 10% of the 35% will be given based on improvements made in the second draft. These improvements should address the issues I flag in the margins of your first draft. All sources must be properly cited using a style guide appropriate to the field of your topic.

Registrar-scheduled Final Examination: No

You do not need to complete all assignments and exams in order to receive a passing grade in the course.

Submission of Assignments: Please hand in all in-class assignments to me at the end of class. Your research essay should be uploaded to D2L. If it is not possible for you to do so, you may hand it in to me as a hard copy during class or, if your essay is late, at my office.

Please include your name and ID number on all assignments, and be prepared to provide picture ID to pick up assignments or look at marked final exams in SS 320. Personal information is collected in accordance with the *Freedom of Information and Protection of Privacy (FOIP) Act*. For more information, see <http://www.ucalgary.ca/legalservices/foip/foip-hia>

Note: It is the student's responsibility to keep a copy of each submitted assignment and to ensure that the proper version is submitted (particularly in courses requiring electronic submission). Including a version date in your file name may be useful.

Policy for Late Assignments

Assignments submitted after the deadline may be penalized for each day late.

Student Accommodations:

Students seeking an accommodation based on disability or medical concerns should contact Student Accessibility Services; SAS will process the request and issue letters of accommodation to instructors. For additional information on support services and accommodations for students with disabilities, visit www.ucalgary.ca/access/.

Students who require an accommodation in relation to their coursework based on a protected ground other than disability should communicate this need in writing to their Instructor. The full policy on Student Accommodations is available at <http://www.ucalgary.ca/policies/files/policies/student-accommodation-policy.pdf>.

- Students seeking accommodation for transient illnesses (e.g., the flu) should contact their instructors. Whenever possible, students should advise their instructors in advance if they will be missing quizzes, presentations, in-class assignments, or group meetings.
- When accommodations are granted, they may take forms other than make-up tests or assignments. For example, the weight of a missed grade may be added to another assignment or test.
- For information on Deferrals of Final Exams and Term Work, see sections G.6 and G.7 of the *University Calendar* at <http://www.ucalgary.ca/pubs/calendar/current/g-6.html> and <http://www.ucalgary.ca/pubs/calendar/current/g-7.html>

Grading & Department of Communication, Media and Film Grade Scale

Final grades are reported as letter grades. In-class assignments, the midterm, and the research essay will all be graded as a point score over the maximum possible value (see maximum point values in the “Assignments and Evaluation” section above).

The table below outlines the grade scale percentage equivalents used in the Department of Communication, Media and Film. In calculating final grades in this course, I will add up the point values in the numerator for all your assignments, your midterm and your research essay, and then divide this sum by 100 in order to arrive at your final percentage for the course. I will then convert that percentage to a letter grade based on the equivalence table below.

Grade Point Value	Description	Grade	Dept of CMF grade scale equivalents*	Letter grade % equivalent for calculations* *
4.00	Outstanding performance	A+	96 - 100%	98.0%
4.00	Excellent performance	A	90 - 95.99%	93.0%
3.70	Approaching excellent performance	A -	85 - 89.99%	87.5%
3.30	Exceeding good performance	B+	80 - 84.99%	82.5%
3.00	Good performance	B	75 - 79.99%	77.5%
2.70	Approaching good performance	B-	70 - 74.99%	72.5%
2.30	Exceeding satisfactory performance	C+	65 - 69.99%	67.5%
2.00	Satisfactory performance	C	60 - 64.99%	62.5%
1.70	Approaching satisfactory performance	C-	55 - 59.99%	57.5%
1.30	Marginal pass. Insufficient preparation for subsequent	D+	53 - 54.99%	54.0%

	courses in the same subject			
1.00	Minimal pass. Insufficient preparation for subsequent courses in the same subject	D	50 - 52.99%	51.5%
0.00	Failure. Did not meet course requirements.	F	0 - 49.99%	0%

* If percentages are used to calculate final grades, then grades falling within these ranges will be translated to the corresponding letter grades.

** These percentage equivalents will be used for calculating final grades unless an alternative method of final grade calculation is outlined above.

Writing Skills Statement

Department policy directs that all written assignments (including, to a lesser extent, written exam responses) will be assessed at least partly on writing skills. Writing skills include not only surface correctness (grammar, punctuation, sentence structure, etc.) but also general clarity and organization. Sources used in research papers must be properly documented. If you need help with your writing, you may use the writing support services in the Student Success Centre (3rd floor, Taylor Family Digital Library). Visit the website for more details: <http://www.ucalgary.ca/ssc/writing-support>

Plagiarism

Using any source whatsoever without clearly documenting it is a serious academic offense. Consequences include failure on the assignment, failure in the course and possibly suspension or expulsion from the university. You must document not only direct quotations but also paraphrases and ideas where they appear in your text. A reference list at the end is insufficient by itself. In-text citations must be provided, and readers must be able to tell exactly where your words and ideas end and other people's words and ideas begin. Wording taken directly from a source must be enclosed within quotation marks (or, for long quotations, presented in the format prescribed by the documentation style you are using). Paraphrased information must not follow the original wording and sentence structure with only slight word substitutions here and there. These requirements apply to all assignments and sources, including those in non-traditional formats such as Web pages or visual media.

For information on citation and documentation styles (including APA, Chicago, IEEE, MLA, and others), visit the links provided at <https://ucalgary.ca/ssc/resources/writing-support/436>. Research and citation resources are also available on the website of the Purdue Online Writing Lab (OWL) at <https://owl.english.purdue.edu/owl/section/2/>. If you have questions about how to document sources, please consult your instructor or visit the writing support services in the Student Success Centre (3rd floor, Taylor Family Digital Library, at <http://www.ucalgary.ca/ssc/writing-support>).

Academic Misconduct

For information on academic misconduct and its consequences, please see the University of Calgary Calendar at <http://www.ucalgary.ca/pubs/calendar/current/k.html>

Research Ethics

Whenever you perform research with human participants (e.g., surveys, interviews, or observations) as part of your university studies, you are responsible for following university research ethics guidelines. Your instructor must review and approve your research plans

and supervise your research. For more information about your research ethics responsibilities, see <http://arts.ucalgary.ca/research/resources/ethics>

Important information, services, and contacts for students

For information about . . .	Visit or contact . . .
ARTS PROGRAM ADVISING (ASC)	SS 102 403-220-3580 artsads@ucalgary.ca
CAMPUS SECURITY <ul style="list-style-type: none"> • Calgary Police Service • Emergency Text Messaging • Emergency Evacuation & Assembly • Safewalk Program 	http://www.ucalgary.ca/security/ 403-220-5333 403-266-1234 Emergency: call 911 http://www.ucalgary.ca/emergencyplan/textmessage http://www.ucalgary.ca/emergencyplan/assemblypoints If you feel uncomfortable walking alone at any time, call Campus Security for an escort (220-5333). For more information, see http://www.ucalgary.ca/security/
DESIRE2LEARN (D2L) Support <ul style="list-style-type: none"> • IT help line 	http://elearn.ucalgary.ca/desire2learn/home/students 403-220-5555 or itsupport@ucalgary.ca
STUDENT SUCCESS CENTRE <ul style="list-style-type: none"> • Writing Support Services • Student Services Mobile App 	http://ucalgary.ca/ssc http://www.ucalgary.ca/ssc/writing-support http://ucalgary.ca/currentstudents
STUDENTS' UNION CONTACTS <ul style="list-style-type: none"> • Faculty of Arts Reps • Student Ombudsman 	https://www.su.ucalgary.ca/about/who-we-are/elected-officials/ http://www.ucalgary.ca/provost/students/ombuds
SU WELLNESS CENTRE <ul style="list-style-type: none"> • Counselling Services • Health Services • Distress centre 24/7 CRISIS LINE • Online resources and tips 	403-210-9355 (MSC 370), M-F, 9:00–4:30 pm http://ucalgary.ca/wellnesscentre/counselling http://ucalgary.ca/wellnesscentre/health 403-266-HELP (4357) http://ucalgary.ca/wellnesscentre/healthycampus If you're concerned about a friend or your own well-being, it is important to seek help early. Call or visit the SU Wellness Centre or the 24-hour crisis line.

Schedule of Lecture Topics and Readings

- Sept. 12 Introduction; Chapter 19: Paragraphs; Chapter 20: Essays
- Sept. 19 Chapter 26: Cause and Effect; Reading: "Grammar and Your Salary"
- Sept. 26 Chapter 27: Comparison and/or Contrast; Readings: "Canada, My Canada" by Tomson Highway; "Selling Illusions" by Neil Bissoondath
- Oct. 3 Chapter 23: The Research Paper
- Oct. 10 Doing Research; Chapter 24: Documentation
- Oct. 17 Midterm
- Oct. 24 Organizing Your Research; Chapter 15: Paraphrasing and Summarizing
- Oct. 31 Chapter 25: Argumentation
- Nov. 7 Chapter 16: Quoting
- Nov. 14 NO CLASS (Term Break)
- Nov. 21 Chapter 22: Revising and Editing (Reminder: 1st Draft of Essay Due Today)
- Nov. 28 Using Feedback
- Dec. 5 Chapter 21: Style (Reminder: Final Draft of Essay Due)