English 1015 FDR: Introduction to Academic Writing

Course Syllabus

Course Description

An introduction to university-level standards of composition, editing, research, and documentation. A review of English grammar and rhetorical forms, and a study of the methods and conventions of academic argumentation and research with an emphasis on the skills and practices required to produce academic essays: finding and evaluating sources, formulating research questions, developing thesis statements, constructing arguments, and carrying out various types of analysis.

Prerequisites: None

Faculty Information

Evan Sills
(Instructor)
Office: N/A
Email: essills@lakeheadu.ca
Office Hours: By appointment

Trey Hutchison
(Graduate Assistant)
Office: N/A
Email: tahutchi@lakeheadu.ca
Office Hours: By appointment

Course Learning Outcomes

Upon successful completion of this course, the student will have reliably demonstrated the ability to:

- Write well (grammatically correct, clear, effective prose)
- Demonstrate skills in argumentation and critical thinking
- Communicate ideas effectively and coherently, in both the persuasive essay, and a variety of other forms
- Research a topic with the help of library resources

Program information is on the *myCourselink (Desire to Learn (D2L)*) Lakehead University-Georgian College partnership course shell. Students are encouraged to review the program information.

Class Schedule

Lecture Mondays and Wednesdays 8:00-9:30am Zoom

No classes on: Monday, Sept. 7, 2020 (Labour Day)
Monday, Oct. 12 to Friday, Oct. 16, 2020 (Study Week)
Tuesday, Dec. 8 to Wednesday, Dec. 9, 2020 (Exam Preparation Days)

Exam Period runs Thursday, Dec. 10 to Sunday, Dec. 20, 2020 (Includes two weekends), with Monday Dec. 21, 2020 as a contingency date. There will be no exam for this course.

Evaluation/List of Assessments

This course is composed of assignments, discussion/participation work, and one test.

Assignments/ Discussion Posts—see Sequence of Topics for due dates • Diagnostic (5%) • Participation/ Discussion Posts (15%) ○ Written during class time • Logical Fallacies Assignment (20%) • Essay Outline (15%) • Final Essay (30%)	85%
Tests - see Sequence of Topics for due dates • Academic Writing Test (15%) Will cover material delivered until November 18	15%
Total	100%

Course Resources

Course textbooks can be ordered online through the Lakehead University bookstore (http://bookstore.lakeheadu.ca/home). Purchases can be shipped to students' home addresses. For more information, contact Lakehead University bookstore (http://bookstore.lakeheadu.ca/contact-us).

- Starkey, David. Academic Writing Now: A Brief Guide for Busy Students. Hein, M., Pattison, S., & Arena, S. (2017). Broadview Press.
  - Textbook ISBN: 9781554813803

Sequence of Topics

This is a tentative schedule of topics and is subject to change. The faculty reserves the right to change/alter the schedule of topics from time to time.

Week/Date	Key Topics	Assigned Readings	Assignments/Tests
One Sept. 7 - 11 **Labour Day – No classes Mon. Sept. 7**	• Introduction to Course • Plagiarism	• Chapter 1 and 8	○ **none**
Two Sept. 14 - 18	• Punctuation • Structure of an Argument	• Chapter 6	• **Diagnostic (5%)** *Due at 11:59 pm on September 14*
Three Sept. 21 - 25	• Sentence Structure • Ambiguous Wording & Pronouns	• none	• **Discussion Post #1** *Due at end of class time on September 23*
Four Sept. 28 - Oct. 2	• Logical Fallacies • Active & Passive Voice	• Videos to be provided	• **Discussion Post #2** *Due at end of class time on September 30*
Five Oct. 5 - 9	• Research and Sources • Paraphrasing • Citations & Works Cited	• Chapter 2, Chapter 5, and Appendix II	• **Discussion Post #3** *Due at end of class time on October 7*
Study Week: October 12 to October 16, 2020			
Six Oct. 19 - 23	• Thesis Statements	• Chapter 3	• **Discussion Post #4** *Due at end of class time on October 21* • **Logical Fallacies Assignment** *Due at 11:59 pm October 21*
Seven Oct. 26 - 30	• Debate 1	• none	• **Discussion Post #5** *Due at end of class time on October 28*
Eight Nov. 2 - 6	• Essay Structure • Parallel Structure	• Chapter 7	• **Discussion Post #6** *Due at end of class time on November 4*

Week/Date	Key Topics	Assigned Readings	Assignments/Tests
Nine Nov. 9 - 13	• Connotation & Denotation	• none	• **Discussion Post #7** *Due at end of class time on November 11* • **Essay Outline** *Due at 11:59 pm on November 11*
Ten Nov. 16 – 20	• Rhetoric	• Videos to be provided	• **Academic Writing Test** *November 18*
Eleven Nov. 23 - 27	• Editing	• Chapter 9 and 10	• **Discussion Post #8** *Due at end of class time on November 25*
Twelve Nov. 30 - Dec. 7	• Debate 2	• none	• **Discussion Post #9** *Due at end of class time on December 2* • **Discussion Post #10** *Due at 11:59 pm on December 7* • **Final Essay** *Due at end of class time on December 2*

Final day of classes (Lakehead University Academic Schedule) is Monday, Dec. 7, 2020.

Expectations for Successful Participation

1. Attend every class (and if you cannot, ask a learning partner to help you catch up).
2. Check myCourselink regularly for announcements, reading and work assignments and course updates.
3. Ask questions if you need clarification (in class or via email). Please ensure that you “sign” your email with your name and course number.
4. Keep up with your course work. Read the designated material and complete the assigned homework so that you can come to class prepared to discuss the issues and concepts during class time.
5. Submit your assignments by the deadline! You are strongly advised not to wait until the last minute to submit your assignments in case you have computer problems.

Academic and Student Code of Conduct Policies

- Academic and student policies and procedures for those enrolled in the Lakehead-Georgian programs can be found on the Lakehead-Georgian Student Portal.
- All Lakehead-Georgian programs will follow the Lakehead Regulations as list in the Lakehead University Academic Calendar (http://csdc.lakeheadu.ca/Catalog/ViewCatalog.aspx?pageid=viewcatalog&loaduseredits=False).The University Regulations include but are not limited to Registration, Examinations, Reappraisals and Academic Appeals, Special Examinations, Academic Misconduct, Withdrawal, and Timely Feedback. Additional Faculty Regulations may also apply. Please review the Academic Calendar.
- The Lakehead University Student Code of Conduct - Academic Integrity (https://www.lakeheadu.ca/students/student-life/student-conduct) will apply to all Lakehead-Georgian students regardless of campus of study.
- The Lakehead University Student Code of Conduct - Appeals (https://www.lakeheadu.ca/students/student-life/student-conduct) will apply to all Lakehead-Georgian students regardless of campus of study.
- The Georgian College Student Code of Conduct (http://www.georgiancollege.ca/student-code-of-conduct/) will apply to the Lakehead-Georgian students studying at the Barrie campus. Additional campus policies of Sexual Violence Procedure and Protocol (https://www.georgiancollege.ca/about-georgian/campus-safety-services/tab/sexual-violence), Alcohol, Drugs and Tobacco (https://www.georgiancollege.ca/about-georgian/campus-safety-services/tab/alcohol-drugs-and-tobacco), and Information Technology Acceptable Use Procedure (http://www.georgiancollege.ca/wp-content/uploads/2-117IT-acceptable-use.pdf)also apply.
- The Lakehead University Student Code of Conduct – Non-Academic (https://www.lakeheadu.ca/students/student-life/student-conduct) will apply to the Lakehead-Georgian students studying at the Orillia campus.

Plagiarism and Academic Dishonesty

A breach of Academic Integrity is a serious offence. The principle of Academic Integrity, particularly of doing one's own work, documenting properly (including use of quotation marks, appropriate paraphrasing and referencing/citation), collaborating appropriately, and avoiding misrepresentation, is a core principle in university study. Students should view the Student Code of Conduct -Academic Integrity (https://www.lakeheadu.ca/students/student-life/student-conduct) for a full description of academic offences, procedures when Academic Integrity breaches are suspected and sanctions for breaches of Academic Integrity.

Course Policies

- All times indicated throughout the syllabus and discussed in class refer to Eastern Standard Time (Canada and U.S.)
- If you require an extension for any assignment, you must ask for one BEFORE the due date. Unless you ask for and are granted an extension, late assignments will be penalized by 5% per day.
- All typed assignments (not including Discussion Posts) must be in MLA format; double-spaced, in 12-point Times New Roman font, with 1-inch margins, and with proper documentation
- Students are expected to attend all Zoom meetings. Students who are regularly absent will have their participation mark decreased.

Whom to Contact

STUDENT ADVISING (NON-ACADEMIC)	
Name/position	Contact information
Becca Allan Advisor, Accessibility and Academic Success Services	Tel: 705-728-1968, Ext. 5373 Becca.Allan@GeorgianCollege.ca (Georgian, Barrie) Room A143L

APPLIED LIFE SCIENCES		
Campus/position	Name	Contact information
Lakehead University Program Coordinator	Dr. Heidi Schraft	Tel: 807-343-8351 heidi.schraft@lakeheadu.ca (Lakehead, Thunder Bay) Room CB 4015
Georgian College Program Lead	Dr. Sean Madorin	Tel: 705-728-1968, Ext. 1085 sean.madorin@georgiancollege.ca (Georgian, Barrie) Room M312B
Lakehead University Academic Advisor	Dr. David Law	Tel: 705-330-4008, Ext. 2646 dlaw@lakeheadu.ca (Lakehead, Orillia) Room OA3018
Georgian College Program Assistant	Sabrina Chun	Tel: 705-728-1968, Ext. 1173 sabrina.chun@georgiancollege.ca (Georgian, Barrie) Room M312

COMPUTER SCIENCE		
Campus/position	Name	Contact information
Lakehead University Department Chair	Dr. Vijay Mago	Tel: 807-343-8310 vmago@lakeheadu.ca (Lakehead, Thunder Bay) Room AT 5016
Georgian College Program Coordinator	Ross Bigelow	Tel: 705-728-1968, Ext. 5325 ross.bigelow@georgiancollege.ca (Georgian, Barrie) Room A155

COMPUTER SCIENCE		
Campus/position	Name	Contact information
Lakehead University Professor and Student Advisor	Dr. Ruizhong Wei	rwei@lakeheadu.ca (Lakehead, Orillia)
Georgian College Program Assistant	Cheryl McWilliam	Tel: 705-728-1968, Ext. 1255 cheryl.mcwilliam@georgiancollege.ca (Georgian, Barrie) Room D125
Georgian College Lab Technician	Computer Science Help Desk	Tel: 705-728-1968, Ext. 1173 cstech@georgiancollege.ca (Georgian, Barrie) Room A155

ELECTRICAL ENGINEERING		
Campus/position	Name	Contact information
Lakehead University Department Chair	Dr. Carlos Christoffersen	Tel: 807-343-8352 carlos.christoffersen@lakeheadu.ca (Lakehead, Thunder Bay) Room AT 5017
Lakehead University Program Coordinator	Dr. Mohammad Uddin	Tel: 705-728-1968, Ext. TBA mohammad.uddin@lakeheadu.ca (Georgian, Barrie) Room A143E-1
Georgian College Program Coordinator	Dr. Majid OstadRahimi	Tel: 705-728-1968, Ext. 1948 majid.ostadrahimi@georgiancollege.ca (Georgian, Barrie) Room A143
Georgian College Program Assistant	Jacqueline Huggard	Tel: 705-728-1968, Ext. 5225 jacqueline.huggard@georgiancollege.ca (Georgian, Barrie) Room A143L

ENVIRONMENTAL SUSTAINABILITY		
Campus/position	Name	Contact information
Lakehead University Department Chair	Dr. Sreekumari Kurissery	Tel: 705-330-4008, Ext. 2629 skurrisse@lakeheadu.ca (Lakehead, Orillia) Room OA 3010
Georgian College Program Coordinator	Samantha Sullivan Sauer	Tel: 705-728-1968, Ext. 6280 samantha.sullivansauer@georgiancollege.ca (Georgian, Barrie) Room A143K
Georgian College Program Assistant	Jacqueline Huggard	Tel: 705-728-1968, Ext. 5225 jacqueline.huggard@georgiancollege.ca (Georgian, Barrie) Room A143L

SCIENCE LABORATORY SUPPORT		
Campus/position	Name	Contact information
Lakehead University Laboratory Technician	Chase Moser	Tel: 705-728-1968, Ext. 1839 cmoser@lakeheadu.ca (Georgian, Barrie) Room A143Q

COOP CONTACTS		
Campus/position	Name	Contact information
Georgian College Co-op Consultant (Student Services for Computer Science-Computer Programmer; Course only for Electrical Engineering)	Beth Salt	Tel: 705-728-1968, Ext. 1642 beth.salt@georgiancollege.ca (Georgian, Barrie) Room B110V
Georgian College Employer Relations Consultant (Employer relations and co-op monitor for Computer Science-Computer Programmer)	Jodi Derrick	Tel: 705-728-1968, Ext. 1493 jodi.derrick@georgiancollege.ca (Georgian, Barrie) Room F118A
Lakehead University Co-op Coordinator (Student and Employer Services for Electrical Engineering)	Meagan Shwetz	Tel: 807-766-7190 coop@lakeheadu.ca (Lakehead, Thunder Bay) Room SC 0017B

Student Services and Supports

Student Advisors (https://georgiancollege.sharepoint.com/sites/student/Student-Services/StudentAdvisors/SitePages/Home.aspx)

- Help students build both academic and personal resilience so that they can flourish at Georgian and beyond
- Provide individual, group and web-based advising sessions
- Are housed within the academic areas
- To book an appointment with your advisor go to the **Student Portal (preferred)** or call **705-728-1968 Ext. 1307**

Library (http://library.georgiancollege.ca/main)

Customer Service

- Off campus access

Research help

- Help finding books, articles and credible sources.
- Using specialty databases.
- Creating a search strategy.

Academic Success (https://library.georgiancollege.ca/help/contact-academic-success)

Writing Centre (http://library.georgiancollege.ca/writing_centre)

- Improve your writing.
- Help with citing sources and laying out your paper.

Math Centre (http://library.georgiancollege.ca/math_centre)

- Make sense of math questions.
- Understand concepts and develop skills.

Tutors (http://library.georgiancollege.ca/tutoring)

- Further understand course content.
- Build your study practices.

Accessibility Services (https://www.georgiancollege.ca/student-life/student-services/accessibility-services/)

If you are a student experiencing a disability who may require academic accommodations and have not yet registered with Accessibility Services, please contact their office at 705-722-1523, email studentsuccess@georgiancollege.ca, or visit their offices in B110. You must be registered with Accessibility Services to access academic accommodations. Support for those students whose success at college may be affected by a disability include:

- Ongoing support from our Accessibility Advisors including arranging a confidential psychoeducational assessment where required
- Training in the use of specialized computer technology
- Classroom and test accommodations

Testing Services (http://www.georgiancollege.ca/student-life/student-services/testing/)

- Accommodated testing
- Missed/Makeup testing
- Proctoring services are also available for external and Ontario Learn exams

Counselling (http://www.georgiancollege.ca/student-life/student-services/counselling/)

- Free, confidential counselling is available to all students
- Walk in counselling is available on a daily basis Monday to Friday

Career Success (http://www.georgiancollege.ca/student-life/student-services/co-op-and-career-services/)

Career assessments and exploring options

- Job search workshops
- Labour market information
- Resume/cover letter help
- Interview practice
- Graduate employment information
    - Links to job postings and online resource

Campus Safety and Security Syllabus Addendum

Emergency Evacuation (https://www.georgiancollege.ca/about-georgian/campus-safety-services/tab/fire)

- Evacuate buildings when a fire alarm is activated or an official announcement is given. Review evacuation guidelines. (https://www.georgiancollege.ca/about-georgian/campus-safety-services/tab/fire)
- Students requiring assistance in emergency situations must inform their faculty during the first week of class.
- Familiarize yourself with all fire exit doors of classrooms and buildings you may occupy.
- Do not re-enter a building until instructions are given by the Fire Department or college personnel.

Lockdown (https://www.georgiancollege.ca/about-georgian/campus-safety-services/tab/lockdown)

- Lockdown is initiated when there is a potential or actual violent incident on campus that could result in a serious injury or threat to life.
- Students can download the new Safe@Georgian app to stay updated on Campus Safety and Security information including lockdown.
- Familiarize yourself with the College Lockdown procedure (https://www.georgiancollege.ca/wp-content/uploads/Lockdown.pdf)
- Lockdown tests occur each semester.

Resources:

- Get Out, Hide, Fight Lockdown Video (http://youtu.be/JA8cckMbVDk)
- Lockdown quick reference sheet (http://www.georgiancollege.ca/wp-content/uploads/COM-15-416_LockdownProcedure_Signage_FVR3_print.pdf)
- Lockdown Model – Get Out, Hide, Fight: Lockdown Tools and Tactics and FAQs.

Unscheduled Campus Closure (https://www.georgiancollege.ca/about-georgian/campus-safety-services/tab/campus-closures)

Resources:

- How to find out if your campus is closed (http://www.georgiancollege.ca/about-georgian/campus-safety-services/#how-to-find-out-if-your-campus-is-closed)
- Unscheduled Campus Closure Procedure (https://www.georgiancollege.ca/wp-content/uploads/2-102Unscheduled-college-closure-2018.02.10.pdf)

Timing of Closures/Notification:

Closure	Decision	Communication / Notification*	Notes
College has made the decision to close a campus or location in the morning:	6:00 a.m.	By 6:30 a.m.	If re-opening for noon or evening classes is being considered, this will be mentioned in the message
College closes a campus(s) in the morning and expects to re-open by 12:00 noon	9:30 a.m.	By 10:00 a.m.	Only affects classes beginning at 12 noon or later
Closure expected to continue past 12:00 noon	9:30 a.m.	By 10:00 a.m.	
College intends to re-open for evening classes which commence at 5 p.m. or later	2:30 p.m.	By 3:00 p.m.	
College intends to NOT re-open for evening classes:	2:30 p.m.	By 3:00 p.m.	

****Notification will be made via:***

- Georgian social media (Facebook, Twitter)
- Safe@Georgian app
- Georgian website (homepage)
- Recorded message when you call into Barrie campus at 705-728-1968
- Student or employee portal
- Georgian email account
- Radio and television announcements through local and regional media

Note: We only announce the names of campuses that are closed. If your campus is not named in a closure, it's open.