

**University of Calgary**  
**Department of Communication, Media and Film**

**Academic Writing (ACWR) 203 – Lecture 01**  
**Academic Writing for Specialized Audiences**  
**Winter 2017**

**Jan. 11<sup>th</sup> – April 12<sup>th</sup> (excluding reading week: Feb. 22<sup>th</sup>)**

**Class: Wednesdays, 12:00pm - 2:45pm**

**Tutorials: Tuesdays, 12:30 - 1:20pm**

**Instructor:** Dr. Nancy Ginzer  
**Office:** Room 398B, The Native Centre  
**Office Phone:** 403-220-5975 (messages)  
**E-Mail:** [nginzer@ucalgary.ca](mailto:nginzer@ucalgary.ca)  
**Web:** D2L (see ACWR 203)  
**Office Hours:** Wed. 3:00 – 5:00

**Course Description**

In ACWR 203, students will respond critically to academic and literary readings, conduct inquiry-based research on assigned topics, and work on argumentative/literary essay content and format. Class time will be allotted to practice writing skills and advanced sentence/paragraph building techniques.

**Objectives of the Course**

- to read and write critically
- to write effective sentences and paragraphs using proper grammar
- to conduct research and use standard citation methods (APA and/or MLA formats)
- to create strong thesis statements, research questions, and outlines
- to write and revise well-constructed argumentative and literary essays

**Additional Information**

Students are strongly encouraged to attend tutorials each week for bonus points.

**Textbooks and Readings**

- *ACWR 203 Course Pack*
- *“The Canadian Writer’s Workplace” (Eighth Edition) - Lipschutz, Scarry, & Scarry*
- *Weekly readings (see ACWR 203 on D2L)*

**Internet and electronic communication device information**

The use of cellular phones, computers, and other such devices in class is prohibited.

## Assignments and Evaluation

In order to earn a passing grade in the course, students must complete and submit all assignments and exams as noted below. Except for the 2 essays\*, everything is to be completed during class:

| Weight                  | Course components  | Due            |
|-------------------------|--|----------------|
| 20%                     | 7 of 10 In-class Assignments (2 % each, to a maximum of 20%)                                   | In-class       |
| 15%                     | Short Literary Analysis Essay & Revision*  | Feb. 1, Mar. 1 |
| 20%                     | Writing Skills Exam  | Feb. 15        |
| 25%                     | Argumentative Essay  | Mar. 22        |
| 20%                     | Final Exam   | t.b.a.         |
| (5%)<br>Bonus<br>Points | A ½ % bonus point will be allotted* for full attendance at each tutorial (to a maximum of 5%). |                |

**Please note:** Only students with documented excuses (i.e. doctors' notes, family emergencies, etc.) will be permitted to write missed exams. There will be no re-writes of missed assignments; no exceptions.

### 1. 7 of 10 IN-CLASS ASSIGNMENTS: closed and/or open book (up to 20% = 2% each assignment)

Dates of assignments: All classes except Jan. 11<sup>th</sup>, Feb. 15<sup>th</sup>, and March 29<sup>th</sup>.

Each short In-Class Assignment will include one or two segments: Part A, to be completed and submitted at the beginning of class, and/or Part B, to be finished and submitted at the end of class. (If the assignment consists of two parts, both parts must be submitted during class for the assignment to be considered complete.) Please note: At least 7 out of the 10 assignments must be completed for a passing grade in this course. The first In-Class Assignment will take place during the second class, January 18<sup>th</sup>; please come prepared.

### 2. SHORT LITERARY ESSAY & REVISION: due at the beginning of class, Feb. 1<sup>st</sup>. A revision of this essay is due at the beginning of class, March 1<sup>st</sup>. (15%)

This assignment consists of two parts: a four-page essay (12 font, double-spaced, one inch margins) and its partial revision (due one month later). Details will be announced in class and posted on D2L. While the grade will be based on the original version of the essay, both the original essay and the revision must be handed in in order for this assignment to receive a grade.

### 3. WRITING SKILLS EXAM, Feb. 15<sup>th</sup>: 1 hour, open book (20%)

Students will be asked to respond briefly to readings and to complete exercises using sentence/paragraph building techniques and essay elements studied in class.

### 4. ARGUMENTATIVE ESSAY, due at the beginning of class, Mar. 22<sup>nd</sup> (25%)

The assignment consists of a seven-page essay (12 font, double-spaced, one inch margins). Details will be announced in class and posted on D2L.

### 5. FINAL EXAM – date and location to be scheduled by the Registrar: 3 hours, open book (20%)

This is a two hour exam, but students will be permitted up to three hours to complete it, as needed. The exam will consist of short grammar exercises and written responses to readings.

### 6. TUTORIAL BONUS POINTS: (½ % each session for a total up to 5%)

Tutorial sessions will include reviews of grammar essentials and reading response exercises.

**Note:** It is the student's responsibility to keep a copy of each submitted assignment (and returned exams) 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. Please hand in your essays directly to your tutor or instructor if possible. If it is not possible to do so, a daytime drop box is available in SS320; a date stamp is provided for your use. A night drop box is also available for after-hours submission. Assignments will be removed the following morning, stamped with the previous day's date, and placed in the instructor's mailbox. 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/secretariat/privacy>

**Registrar- scheduled Final Examination – Yes**

All assignments and exams must be completed or a course grade of F may be assigned at the discretion of the instructor.

**Policy for Late Assignments**

Except by arrangement with the instructor, assignments submitted after the deadline will be penalized with the loss of a grade (e.g. A- to B+) for each day late.

**Students with Disabilities**

If you are a student with a disability who may require academic accommodation, it is your responsibility to register with the Student Accessibility Services (220-8237, <http://www.ucalgary.ca/access/>) and discuss your needs with your instructor no later than 14 days after the start of the course.

**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. For details see <http://comcul.ucalgary.ca/needtoknow>. 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 Centre. Visit the website for more details: <http://www.ucalgary.ca/ssc/writing-support>

**Grading System & Department of Communication, Media and Film**

Final grades in this course will be given using letter grades. All exams, essays, and assignments will be graded using raw point scores. The following grade scale percentage equivalents are used in Communication and Culture. In calculating final grades in this course, letter grades will be converted to the midpoint of the percentage range, as shown in the final column of the table below.

| Grade Point Value | Description  | Grade | Department grade scale equivalents | Letter grade % equivalent for calculations |
|-------------------|--|-------|------------------------------------|--|
| 4.00              | Outstanding  | A+    | 96 - 100%                          | 98.0%                                      |
| 4.00              | Excellent—superior performance, showing comprehensive understanding of subject matter. | A     | 90 - 95.99%                        | 93.0%                                      |
| 3.70              |  | A -   | 85 - 89.99%                        | 87.5%                                      |

|             |  |           |             |       |
|-------------|--|-----------|-------------|-------|
| <b>3.30</b> |  | <b>B+</b> | 80 - 84.99% | 82.5% |
| <b>3.00</b> | Good--clearly above average performance with knowledge of subject matter generally complete.                     | <b>B</b>  | 75 - 79.99% | 77.5% |
| <b>2.70</b> |  | <b>B-</b> | 70 - 74.99% | 72.5% |
| <b>2.30</b> |  | <b>C+</b> | 65 - 69.99% | 67.5% |
| <b>2.00</b> | Satisfactory—basic understanding of the subject matter.  | <b>C</b>  | 60 - 64.99% | 62.5% |
| <b>1.70</b> |  | <b>C-</b> | 55 - 59.99% | 57.5% |
| <b>1.30</b> | Minimal pass—marginal performance; generally insufficient preparation for subsequent courses in the same subject | <b>D+</b> | 53 - 54.99% | 54.0% |
| <b>1.00</b> |  | <b>D</b>  | 50 - 52.99% | 51.5% |
| <b>0.00</b> | Fail – unsatisfactory performance or failure to meet course requirements.  | <b>F</b>  | 00 - 49.99% | 0%    |

### 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 <http://www.ucalgary.ca/ssc/node/208> . If you have questions about how to document sources, please consult your instructor or the Writing Centre (3<sup>rd</sup> Floor TFDL, <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>

### Important information, services, and contacts for students

| For information about . . .        | Visit or contact . . .  |
|------------------------------------|---|
| <b>ARTS PROGRAM ADVISING (PIC)</b> | SS 102 403-220-3580 <a href="mailto:picarts@ucalgary.ca">picarts@ucalgary.ca</a>                    |
| <b>CAMPUS SECURITY</b>             | <a href="http://www.ucalgary.ca/security/">http://www.ucalgary.ca/security/</a> <b>403-220-5333</b> |

|   |   |
|---|---|
| <ul style="list-style-type: none"> <li>• <b>Calgary Police Service</b></li> <li>• <b>Emergency Text Messaging</b></li> <li>• <b>Emergency Evacuation &amp; Assembly</b></li> <li>• <b>Safewalk Program</b></li> </ul>                             | <p><b>403-266-1234      Emergency: call 911</b></p> <p><a href="http://www.ucalgary.ca/emergencyplan/textmessage">http://www.ucalgary.ca/emergencyplan/textmessage</a></p> <p><a href="http://www.ucalgary.ca/emergencyplan/assemblypoints">http://www.ucalgary.ca/emergencyplan/assemblypoints</a></p> <p>If you feel uncomfortable walking alone at any time, call Campus Security for an escort (<b>220-5333</b>). For more information, see <a href="http://www.ucalgary.ca/security/">http://www.ucalgary.ca/security/</a></p>   |
| <p><b>DESIRE2LEARN (D2L) Support</b></p> <ul style="list-style-type: none"> <li>• <b>IT help line</b></li> </ul>  | <p><a href="http://elearn.ucalgary.ca/desire2learn/home/students">http://elearn.ucalgary.ca/desire2learn/home/students</a></p> <p>403-220-5555 or <a href="mailto:itsupport@ucalgary.ca">itsupport@ucalgary.ca</a></p>  |
| <p><b>STUDENT SUCCESS CENTRE</b></p> <ul style="list-style-type: none"> <li>• <b>Writing Support Services</b></li> <li>• <b>Student Services Mobile App</b></li> </ul>  | <p><a href="http://ucalgary.ca/ssc">http://ucalgary.ca/ssc</a></p> <p><a href="http://www.ucalgary.ca/ssc/writing-support">http://www.ucalgary.ca/ssc/writing-support</a></p> <p><a href="http://ucalgary.ca/currentstudents">http://ucalgary.ca/currentstudents</a></p>  |
| <p><b>STUDENTS' UNION CONTACTS</b></p> <ul style="list-style-type: none"> <li>• <b>Faculty of Arts Reps</b></li> <li>• <b>Student Ombudsman</b></li> </ul>  | <p><a href="http://www.su.ucalgary.ca/governance/elections/home.html">http://www.su.ucalgary.ca/governance/elections/home.html</a></p> <p><a href="http://www.ucalgary.ca/provost/students/ombuds">http://www.ucalgary.ca/provost/students/ombuds</a></p>   |
| <p><b>SU WELLNESS CENTRE</b></p> <ul style="list-style-type: none"> <li>• <b>Counselling Services</b></li> <li>• <b>Health Services</b></li> <li>• <b>Distress centre 24/7 CRISIS LINE</b></li> <li>• <b>Online resources and tips</b></li> </ul> | <p><b>403-210-9355</b> (MSC 370), M-F, 9:00–4:30 pm</p> <p><a href="http://ucalgary.ca/wellnesscentre/counselling">http://ucalgary.ca/wellnesscentre/counselling</a></p> <p><a href="http://ucalgary.ca/wellnesscentre/health">http://ucalgary.ca/wellnesscentre/health</a></p> <p><b>403-266-HELP (4357)</b></p> <p><a href="http://ucalgary.ca/wellnesscentre/healthycampus">http://ucalgary.ca/wellnesscentre/healthycampus</a></p> <p>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.</p> |

## Schedule of Lecture Topics and Readings

**CAN:** *The Canadian Writer's Workplace (eighth edition), Lipschutz, Scarry, & Scarry*

**CP:** *ACWR 201/203 Course Pack*

**D2L:** online

| DATE               | TOPICS   | READINGS  |
|--------------------|--|---|
| Class 1<br>Jan. 11 | INTRODUCTION<br>REVIEW: THESIS STATEMENTS, ANNOTATIONS, GRAMMAR                        | <b>CAN:</b> "The Economic Cost of Depression," Lampher  |
| Class 2<br>Jan. 18 | T.E.A. PARAGRAPHS & ESSAY FORMAT<br>LITERARY ESSAY (Part 1)                            | CP: 16, 19,20 T.E.A. format, (T.) topic, samples, 28 (A.) analysis<br>47-50 literary analysis   |
| Class 3<br>Jan. 25 | T.E.A. PARAGRAPHS: (E.)<br>LITERARY ESSAY (Part 2)<br>ADVERBIALS VS. DEPENDENT CLAUSES | CP: 23-25 (E.) evidence & signal phrases<br>18-19 T.E.A. samples<br>89 dependent clauses<br>86 adverbials<br>52-56 literary analysis  |
| Class 4<br>Feb. 1  | APPOSITIVES  | <b>D2L:</b> Martin Luther King: t.b.a.<br>CAN: 20, 26 appositives   |
| Class 5<br>Feb. 8  | LIBRARY RESEARCH, & CITATIONS<br>WRITING SKILLS EXAM REVIEW                            | CP: 8 online essay research<br>11 plagiarism<br>41-45 citations<br>CAN: chptr 24 (review)   |
| Class 6<br>Feb. 15 | *WRITING SKILLS EXAM (1 hour, open book)<br>REVIEW: ESSAY INTRODUCTIONS & CONCLUSIONS  | <b>D2L:</b> Charles Darwin Biography, Biography.Com<br><br>"What's Darwin's Theory of Evolution?," Ker Than, Live Science<br><br>CP: 31-34 introductions<br>37-38 conclusions<br>CAN: chptr 20                            |
| Class 7<br>Mar. 1  | CONCRETE LANGUAGE<br>REVIEW OF VERB PARTICIPLES & APPOSITIVES                          | <b>D2L:</b> "Highlights in Canadian Labour History" (CBC News)<br><br>"Winnipeg General Strike" (Canadian Museum Of History)<br><br>"History of Labour in Canada" (CLC)<br><br>"Bhopal: 25 Years Of Poison," The Guardian |

|                     |                                     |  |
|---------------------|-------------------------------------|--|
|                     |                                     | CP: 97 verb participles  |
| Class 8<br>Mar. 8   | CITATIONS & SIGNAL PHRASES (REVIEW) | <b>D2L: "Excerpts From Silent Spring," (1962) Rachel Carson</b><br><br><b>"The Legacy Of Silent Spring" (Video)</b><br><br>CAN: 266-274 MLA & APA<br>CP: 23-25 signal phrases  |
| Class 9<br>Mar. 15  | COMMON ERRORS & PROOFREADING        | <b>D2L: "Orwell" - Summary Of 1984</b><br><br><b>"Forward From Amusing Ourselves To Death," Neil Postman</b><br><br>CP: 33,35 common writing errors<br>46,74 checklist & proofreading<br>CP: 64 deadwood<br>CAN 148-153 review     |
| Class 10<br>Mar. 22 | "WH" RELATIVE CLAUSES               | CP: 93 relative pronouns<br>CAN: 67-69: " "  |
| Class 11<br>Mar. 29 | PARALLEL STRUCTURE                  | <b>D2L: "Wilfred Owen," Poemhunter.Com</b><br><br><b>"The Parable of the Young Man and the Old," Wilfred Owen</b><br><br>CAN: chptr 8 (parallel structure)   |
| Class 12<br>Apr. 5  | MODIFIERS<br>COUNTERARGUMENTS       | <b>D2L: "Why Beethoven's 9<sup>th</sup> Always Comes First," Martin Kettle</b><br><br><b>"What Does Beethoven's Ninth Symphony Mean?," Benjamin F. Carlson</b><br><br>CP: 39 counterarguments<br>70 dangling & misplaced modifiers |
| Class 13<br>Apr. 12 | FINAL EXAM REVIEW<br>WRITING TIPS   | <b>CAN: "What's Missing," Lipschutz</b><br><br>CP: 69 avoiding shifts in person & time<br>111 fallacies<br>112-113 writers' best tips  |