Instructor Information
Instructor: Nicholas Hobin, nhobin@uwaterloo.ca
Office: PAS 2217, MW 10:00-11:00

Course Description
This course is designed to make your more comfortable writing in an academic context. Its aim is the development of those skills and habits which, when employed, result in clear, persuasive communication.

Writing, as we will understand it in this course, is a process which is always public, always interpretive, and always contextual. It is more than just putting words on to paper and fixing the grammar: writing is a constant discussion with your audience, your peers and your fellow scholars. To that end, the object of our attention in this course is not the papers you will produce, but the processes by which you produce them. We will spend a good deal of our time discussing our writing with others, providing feedback on their writing, and reflecting on the ways we engage ourselves in our writing.

Like writing itself, academia is fundamentally a social and collaborative act, and the skills you develop here will help you to succeed in the rest of your academic career, regardless of your discipline.

Course Goals and Learning Outcomes
Throughout this course, you will:

A. Strengthen your abilities as a writer and reader of texts.
B. Develop and practice a variety of strategies for inventing, drafting, and editing texts written in different genres and for different audiences.
C. Communicate effectively and persuasively by employing elements of formal argumentation.

Required Text

Course Requirements and Assessment

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<thead>
<tr>
<th>Assessment</th>
<th>Date of Evaluation</th>
<th>Weighting</th>
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<tbody>
<tr>
<td>Participation</td>
<td>Feb 1; Mar 1; Apr 5</td>
<td>20%</td>
</tr>
<tr>
<td>Practice</td>
<td>Weekly</td>
<td>10%</td>
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<tr>
<td>Preparation</td>
<td>Mar 12; Mar 26-28</td>
<td>10%</td>
</tr>
<tr>
<td>Narrative</td>
<td>First draft, Jan 24; Final draft, Feb 1</td>
<td>15%</td>
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<tr>
<td>Rhetorical Analysis</td>
<td>First draft, Feb 14; Final draft, Mar 1</td>
<td>20%</td>
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<tr>
<td>Research Paper</td>
<td>First draft, Apr 2; Final draft, Apr 5</td>
<td>25%</td>
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<tr>
<td>Total</td>
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<td>100%</td>
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**Participation**
Writing is a constant process of discussion and communication, and as such requires your engagement to develop. The high participation grade is a reflection of this. Your participation grade will be awarded to you as a percentage, and will reflect your observed engagement with the course and its material.

A strong grade will result from participating actively in discussions, arriving punctually for every class, and arranging necessary absences in advance. Facilitating conversation, integrating your own research into your reflections, and asking questions which clarify course material are all ways in which you can raise your score in this category. Personal electronic devices are permissible in class, but their misuse will result in a lower participation grade, as will disrupting the class environment or being chronically absent.

You will receive your participation grade when you submit your narrative. This grade will be reassessed when you submit your rhetorical analysis and research paper. Only the final reassessment will contribute to your final grade.

**Practice**
Each week we will spend a little time writing, as a way of becoming more comfortable with the activity and to reflect on our process. Warm-up activities will usually take place at the beginning of each class; you will receive one point for each activity completed, plus a point for submissions which demonstrate more than trivial effort.

You should come prepared with writing materials to each class. Practice activities may be typed on laptop and submitted on Learn, but unless accommodations have been made they can only be completed during class time, while you are present.

**Preparation**
As part the process of writing your research essay, you will need to organize and communicate your research to your peers.

*Annotated Bibliography* – You will prepare a short outline of your research topic, along with a list of six to eight relevant sources. Each source will be accompanied by a paragraph explaining what it is and what it contributes to your strategy.

*Research Presentation* – During week 13, you will give a five-minute presentation, accompanied by 1-20 PowerPoint slides, explaining your topic, conclusions, and arguments.

**Major Assignments**
In completing each assignment, you will first prepare a draft, which will be reviewed by your peers in the course. You must be in class, participating in the peer review activity, to get credit for this assignment. The feedback you recieve will be used to revise a final draft which will be submitted on the due date.

*Narrative* – Your first major assignment will be to develop and write a four-page narrative describing a story from your life. This is your opportunity to get handle on your writing process, focusing in particular on content, form, mechanics, and voice.
**Rhetorical Analysis** – This assignment will ask you to choose and provide a five-page critical commentary on a rhetorical object. Your purpose is to have a dialogue with your subject, focusing especially on important elements of argumentation such as organization, rhetoric, and citation, and essay basics such as introductions, conclusions, thesis statements, and transitions.

**Research Paper** – Finally, you will put your new skills to work by creating a five-page argumentative paper. You are encouraged to write on any subject that interests you. You will be asked to meet with me concerning your topic choice, and are encouraged to consult with me as your paper develops. Although you will be required to commit to a research topic early in the course, you should feel free to change your topic during the term as your interests change.

**Assignment Submission and Late Policy**
All assignments must be written in MLA 8\textsuperscript{th} ed. format, and submitted on the due date to the appropriate Learn dropbox. Submissions must be in .doc, .docx or .pdf format, with the former two being preferred.

Final drafts and the bibliography will be penalized 5\% for each day late, and may also not receive the same level of commentary and feedback. Submissions more than one week late will not be accepted, and the student will receive a 0 on the assignment. Other late or incomplete activities will not be marked without prior accommodation.

**Course Outline**
A tentative schedule of readings and daily activities will be posted to Learn.

Due to Family Day, there will be no classes the week of February 19.

There will be no exam in this section of the class.

**Outside Support**
If you find yourself struggling, the university has a number of resources which you can take advantage of to bolster your professional and personal wellbeing.

**Writing and Communication Centre**
The Writing and Communication Centre (WCC) works with students as they develop their ideas, draft, and revise. Writing and communication specialists offer one-on-one support in planning assignments, synthesizing and citing research, organizing papers and reports, designing presentations and e-portfolios, and revising for clarity and coherence.

You can make multiple appointments throughout the term, or you can drop in at the Library for quick questions or feedback. To book a 50-minute appointment and to see drop-in hours, visit www.uwaterloo.ca/wcc. Group appointments for team-based projects, presentations, and papers are also available.

**Please note** that communication specialists guide you to see your work as readers would. They can teach you revising skills and strategies, but will not change or correct your work for you.
**Mental Health Support**
All of us need a support system. The faculty and staff in Arts encourage students to seek out mental health supports if they are needed.

**On Campus**
- Counselling Services: counselling.services@uwaterloo.ca / 519-888-4567 ext. 32655
- MATES: one-to-one peer support program offered by Federation of Students (FEDS) and Counselling Services
- Health Services Emergency service: located across the creek from Student Life Centre

**Off campus, 24/7**
- Good2Talk: Free confidential help line for post-secondary students. Phone: 1-866-925-5454
- Grand River Hospital: Emergency care for mental health crisis. Phone: 519-749-433 ext. 6880
- Here 24/7: Mental Health and Crisis Service Team. Phone: 1-844-437-3247
- OK2BME: set of support services for lesbian, gay, bisexual, transgender or questioning teens in Waterloo. Phone: 519-884-0000 extension 213

Full details can be found online at the [Faculty of ARTS website](#). You can also download UWaterloo and regional mental health resources (PDF), or the [WatSafe app](#) to your phone to quickly access mental health support information.

**Note for Students with Disabilities**
The AccessAbility Services office, located on the first floor of the Needles Hall extension (NH 1401), collaborates with all academic departments to arrange appropriate accommodations for students with disabilities without compromising the academic integrity of the curriculum. If you require academic accommodations to lessen the impact of your disability, please register with the AS office at the beginning of each academic term.

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**Department Policies**

**Academic Integrity**
In order to maintain a culture of academic integrity, members of the University of Waterloo community are expected to promote honesty, trust, fairness, respect and responsibility. See the [UWaterloo Academic Integrity webpage](#) and the [Arts Academic Integrity webpage](#) for more information.

**Discipline**
A student is expected to know what constitutes academic integrity, to avoid committing academic offences, and to take responsibility for his/her actions. A student who is unsure whether an action constitutes an offence, or who needs help in learning how to avoid offences (e.g., plagiarism, cheating) or about “rules” for group work/collaboration should seek guidance from the course professor, academic advisor, or the Undergraduate Associate Dean. When misconduct has been found to have occurred, disciplinary penalties will be imposed under Policy 71 – Student Discipline. For information on categories of offenses and types of penalties, students should refer to [Policy 71 - Student Discipline](#). For typical penalties check [Guidelines for](#)
Grievance
A student who believes that a decision affecting some aspect of his/her university life has been unfair or unreasonable may have grounds for initiating a grievance. Read Policy 70 - Student Petitions and Grievances, Section 4 (https://uwaterloo.ca/secretariat-general-counsel/policies-procedures-guidelines/policy-70). When in doubt, please be certain to contact the department’s administrative assistant who will provide further assistance.

Appeals
A decision made or penalty imposed under Policy 70, Student Petitions and Grievances (other than a petition) or Policy 71, Student Discipline may be appealed if there is a ground. A student who believes he/she has a ground for an appeal should refer to Policy 72, Student Appeals (https://uwaterloo.ca/secretariat-general-counsel/policies-procedures-guidelines/policy-72).

Territorial Acknowledgement:
We acknowledge that we are living and working on the traditional territory of the Attawandaron (also known as Neutral), Anishinaabe and Haudenosaunee peoples. The University of Waterloo is situated on the Haldimand Tract, the land promised to the Six Nations that includes six miles on each side of the Grand River.