English 109
Introduction to Academic English
Department of English
University of Waterloo
Winter 2000

Instructor: Catherine F. Schryer
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Workshop Leader:
Office hours:
Office:
Extension:
email:

Course Description:
This course aims to engage participants in some of the issues emerging in various academic disciplines. In the process of this engagement the course aims to provide students with an overview of the conventions and techniques that academic disciplines use to discuss and debate those issues. This course involves a good deal of practice in the art and craft of academic discourse. Most of the hands-on, practical work in the course will take place in the workshops. A Web site with all the lecture material and lots more is available for all students to access.

Texts:


Supplementary Course Readings: Available at Graphics Express, Dana Porter Library or other Graphic Express outlets on campus

Assessment:
Analysis essay (15%)
Synthesis essay (15%)
Research paper (30%)
Reading journal (15%)
Tests (15%)
Participation and Editing (10%)
Assignment Descriptions:

1. Analysis Essay (15%)
In this brief essay (800 words) develop a reasonable thesis that expresses your analysis of an advertisement that we will give you during a class workshop. In this essay you must also use references (quotation or paraphrase) to support your point of view. The draft for this essay is due in your workshop in Week 5. The final copy of this essay is due in your workshop in Week 7.

2. Synthesis Essay (15%)
In this essay of 1000 words develop a position on an issue raised in Ackley chapters 14, 17, 18, 19 or 23. This essay must have a thesis and an effective use of quotation, paraphrase and summary and must incorporate positions from at least two readings in Ackley. The draft for this essay is due in your workshop in Week 8. The final copy of this essay is due in your workshop in Week 10.

3. Research Paper (30%)
In this research paper of 1,500 words develop a thesis (for an essay) or a statement of purpose (for a report) that relates to one of the issues raised in Ackley. This paper must include research from at least six sources. At least one source must come from Ackley. At least two other sources must be derived from academic journals.
   This project is due in the following stages:
   i. A six (minimum) item bibliography in correct format and proof that you have located two academic articles are due in your workshop in Week 9.
   ii. In Week 10 prepare a short oral report (3-5 minutes) on your research findings.
   iii. In Week 11 bring 2 copies of your thesis or purpose statement as well as your sentence outline to a consultation meeting with your workshop leader.
   iv. Bring a complete draft of your essay or report to your workshop in Week 12.
   v. Hand in your final copy to your workshop leader on April 9 at 4 pm.

4. Reading Journal (15%)
The RJ is intended as a place where students can record their summaries of and reactions to the readings included in the course and as a place where they can prepare their ideas for their papers. Students will be required to write one or two short entries a week for a total of 500 words per week. Journal entries will sometimes be circulated in class, and some entries will be written in class. Students should bring their journals to all classes. The journals will be collected weekly and will be graded for completion only.
5. Tests (15%)  
Three tests will occur during the term.

6. Participation and Editing (10%)  
This grade will be derived from your presence in the workshop and the quality of your involvement in assisting other students in improving their papers.

Course Policies:

1. Late Drafts or Papers  
Late drafts will be penalized up to 10% of the final grade of the paper. Late papers will be penalized 5% per day late. Sometimes, however, students do have legitimate reasons for late assignments. Attached to this course outline is a coupon that students can use once to justify a late final paper. Please note that all late drafts will be penalized.

2. Plagiarism  
Plagiarism or copying others’ style or ideas and claiming them as your own is a serious academic offense. Any incident of plagiarism will automatically cause a paper to fail, could cause you to fail the course, and will be reported to the Dean’s office.

3. Attendance  
Attendance at the workshops is particularly important. Much of the actual work of the course, including the Reading Journal, will be conducted in the workshops. Part of your participation mark will derive from attendance in the workshops.

4. Drafts  
Current research in writing suggests that preparing and revising drafts promotes effective writing. Consequently, drafts are integral to this course. We urge you to prepare good first drafts so that we can really help you with your academic writing skills. All students should know, however, that they alone are responsible for their writing. If the instructor misses commenting on some problem in a draft (and we can never see everything), the writer is still responsible for that problem.

5. Grading  
Workshop instructors will provide detailed commentary on the drafts of the first two assignments and consultation on the research paper in order to help you improve your writing. Final copies will receive less commentary.

6. Consultation  
We urge you to come and see us during our office hours if you wish assistance with your writing.
7. Problems
If you are experiencing problems with the course or with the marking, you should first discuss your difficulties with your workshop instructor. If your problem persists, then you should contact the course director, Dr. C. Schryer.

8. Handing in Your Papers
All tests, drafts and papers should be handed in to your workshop instructor. Sometimes we will ask you to hand papers in at your instructor’s mail box in the English Department mail room. The mail room is located at HH 229.

109 Course Schedule

Week 1 **Introduction to Academic Writing**  Jan 4
Class
Workshop
Preparation: Ackley, Ch 1
Supplementary Reading: “The Costs of Crowded Classrooms

Week 2  Jan 11
Class
Workshop
Preparation: Ackley, Ch 2, 4, 5  Harris, pp 240-255
Supplementary Reading: “The Changing University”

Week 3  Jan 18
Class
Workshop
Preparation: Ackley, Ch 9. Harris, 1-12
**Due: Test one**

Week 4  Jan 25
Class
Workshop
Preparation: Ackley, Ch 9, Harris, 316-326

Week 5  Feb 1
Class
Workshop
Preparation: Ackley, Ch 14 or 17, depending on section leader’s decision
Harris, 61-66
**Due: Draft of Analysis Essay**
Week 6
Class
Workshop
Preparation: Ackley, Ch 18 or 19, depending on section leader's decision.
Harris, 13-20
Feb 8

Week 7
Class
Workshop
Preparation: Ackley, Ch 23. Harris, pp 25-52
Due: Analysis Essay
Feb 15

Reading Week Feb 22

Week 8
Class
Workshop
Preparation: Ackley Ch 3. Harris 229-242
Due: Draft of Synthesis essay
Test two
Feb 29

Week 9
Class
Workshop
Preparation: Harris pp. 53-61
Due: Research Bibliography and copies of title pages from two academic articles
March 7

Week 10
Class
Workshop
Preparation: Harris pp.133-184
Due: Synthesis paper
Oral reports on research
March 14

Week 11 Consultation Week March 21
This week classes are canceled. Instead meet with your workshop instructor for a 10-15 minutes consultation on your research paper. Bring 2 copies of your proposed thesis and sentence outline to this meeting.
Due: Thesis and outline of your research essay or report
Week 12  Test 3  March 28
Class
Workshop
Due: Draft of Research Paper

Week 13  Class Canceled  April 4
Research Paper due on April 7 by 4 pm

This coupon entitles you to hand in ONE late final paper.

Name:

New due date:

1. All students registered in the courses of the Faculty of Arts are expected to know what constitutes an academic offence, to avoid committing academic offences, and to take responsibility for their academic actions. When the commission of an offense is established, disciplinary penalties will be imposed in accord with Policy #71 (Student Academic Discipline). For information on categories of offenses and types of penalties, students are directed to consult the summary of Policy #71 (Student Academic Discipline) which is supplied in the Academic Calendar (p.1:11). If you need help in learning how to avoid offenses such as plagiarism, cheating and double submissions, or if you need clarification of aspects of the discipline policy, ask your course instructor for guidance. Other resources regarding the discipline policy are your academic advisor and the Undergraduate Associate Dean.