



**University Canada West
ENGL 100 – English Language Writing Skills
Course Outline**

Course Instructor: TBA	Contacts: Work: Home: Fax: E-mail: faculty.member@server.ca	Office:
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1. Course Objective:

The foundation of academic and professional success is communication. The goal in this course is for students to begin developing the writing skills necessary for them to achieve success in classes and after graduation. Students will learn to write clearly and formally, to revise effectively, and to handle research sources appropriately.

2. Underlying Principles:

1. Communicating with others: students will learn the formal, clear writing style appropriate to post-secondary study; will learn principles of diction, in order to approach different audiences effectively; and will learn to structure essays and other documents in order to communicate powerfully.
2. Learning from others: students will develop and demonstrate research skills, including the documentation of sources; will work in teams; and will participate in peer review activities.
3. Achieving independently: students will learn the skills necessary to produce reliably strong writing in any environment, including self-assessment and revision skills.

3. Course Outcomes:

To succeed in English 100, students will be required to demonstrate that they are able to:

1. develop a writing process which includes prewriting, planning, drafting, conferring, revising, and proofing/editing;
2. write clear, cohesive English which is grammatically correct;
3. write expository prose for different types of audiences and purposes;
4. employ a broad range of rhetorical patterns to appropriate effect;
5. revise their own and others' work to minimize errors, target specific audiences, and enrich a document's content;
6. implement different reading strategies for different purposes such as research, analysis, criticism, and summary; and
7. incorporate and document research within an essay.

4. Evaluation & Assignments:

	Description	Week Due	Weight
<i>Paragraphs 1</i>	<i>250 words</i>	3	5%
<i>Paragraphs 2</i>	<i>300 words</i>	5	10%
<i>Summary</i>	<i>400 words</i>	6	10%
<i>Essay 1</i>	<i>700 words</i>	8	15%
<i>Research paper</i>	<i>1200 words</i>	11	20%
<i>Proposal</i>	<i>100 words</i>	9	2.5%
<i>Outline</i>	<i>One page</i>	10	2.5%
<i>Other exercises</i>	<i>In-class group work; group projects; peer review workshops; grammatical exercises</i>	TBA	15%
<i>Final exam</i>	<i>In-class essay</i>	12	20%

Students will be required to submit proposals for the second and third essays and to submit a detailed outline for the third essay. Students will be required to undertake research for the second and third essays.

5. Textual:

Lipschutz, Gary, et al. Canadian Writer's Workplace. Toronto: Thomson Nelson, 2004.
A good dictionary.
A good thesaurus.

6. Schedule:

Module	Readings/Topics	
1.	Introduction to composition	Upgraded diagnostic exercises
2.	Critical thinking in reading and writing The writing process: plan, write, revise	
3.	Sentence structure: the four patterns Sentence structure errors	Paragraph assignment 1 due
4.	Writing paragraphs Revision skills I	
5.	Handling sources: précis, summary, paraphrase	Paragraph assignment 2 due
6.	How to incorporate quotations	Summary due
7.	From paragraph to essay	
8.	Documenting your sources: in-text citations and source lists	Essay 1 due
9.	Style and substance	Proposal due for essay 2
10.	Revision skills II	Outline due for essay 2
11.	Writing under pressure: preparing for exams	Essay 2 due
12.	Final exam: in-class essay	