



A M B R O S E

Faculty of Arts & Sciences

EN 110 Effective Writing
Winter 2009
Dr. Conny Burian

Office: Room 511

Class Location: A 2212

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Class Times: Tue Thurs 4:00-5:15

Office Hours: Tue 3:00-4:00

Course Description

This course serves to develop the student's ability to write university level essays. All aspects of essay writing will be covered, especially basic grammar, sentence and paragraph construction, as well as citation conventions.

Course Objectives

English 110 aims to help students

- achieve competence with the sentence
- achieve competence with the paragraph
- achieve competence with the academic essay
- view writing competence as a lifelong achievement.

Required Texts

Hacker, Diane. *A Canadian Writer's Reference*. 3rd ed. Boston: Bedford/St. Martin's, 2004.

Supplementary Reading—as assigned (a variety of sources, handed out in class)

Dictionary: Students should consider purchasing a good dictionary (such as the Oxford) to support their writing and their entire course of studies.

Course Requirements

1. Students should do all the prescribed readings before class and be prepared to participate in class discussion. I look forward to lively discussions.
2. Assignments are due at the beginning of class on the dates specified. A penalty of 5% will be deducted for each calendar day a written project is late. Late assignments will not be accepted after graded assignments have been returned to the class.
3. Written assignments must conform to the designated formats. Students are required to keep an extra copy of each assignment (on disk, as a hard copy, or both).
4. **To receive a passing grade in the course, all assignments, tests, and quizzes must be submitted to the instructor.**
5. Missed exams will only be made up if supported by the appropriate documentation (for example, a doctor's note).
6. Plagiarism in any of its forms will not be tolerated. All instances of plagiarism will be forwarded to the Academic Affairs Committee.
7. Students may not submit work done for another class.
8. The student is responsible for all the information given in class, and also for any changes to the syllabus that are announced in class.
9. As in all English courses, spelling, punctuation, grammar, style, and format are important in all your written work, including exams. Shortcomings in these areas will be reflected in your marks.
10. Regular attendance and punctuality are expected.

Grading

Essay 1	10%
Essay 2	10%
Essay 3	10%
Quiz	10%
Research assignment	10%
Midterm exam	10%
Final exam	30%
Participation	<u>10%</u>
	100%

Final grades for the course appear as letter grades. The table below shows the percentage equivalents for each letter grade.

Letter Grade	Percentage
A+	96-100
A	91-95
A-	86-90
B+	82-85
B	75-81
B-	72-74
C+	68-71
C	63-67
C-	60-62
D+	59-59
D	50-55
F	0-49