Writing 1030G: Writing for Professional Success in Nursing
Winter 2019

Section #: 001
Day/Time/Room: SH-3305
Instructor: Claudia B. Manley

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Office: University College, Room 1426
Office hours: Wednesdays Noon   2pm
and by appointment

Course Objectives
This course introduces the basic grammatical and stylistic principles of good, clear, written English in the particular academic and professional context of Nursing. As the calendar

Literature Review	10%
Oral Report/Presentation (5 minutes)	10%
Final Exam	20%

Assignment Format
Written assignments are to be typed, double-spaced, <u>and stapled</u>. All assignments must have your   e on the first page. When using sources in a paper, you will be expected to follow APA standards for documentation, as detailed in *The   Handbook* sections 37B, or Chapter 8 of *Healthcare Writing*.

When submitting assignments on Owl, please title your papers thusly: Last

However, if you miss a total of four to nine class hours (the equivalent of up to three full weeks of class), your final grade will be reduced by 10% (e.g. an earned final grade of 80% will be reported as a final grade of 72).

If you miss a total of more than nine hours of class meetings (the equivalent of more than three weeks of class meetings) your final grade will be reduced by 15% (e.g. an earned final grade of 80% will be reported as a final grade of 68).

This policy will be waived only for medical or compassionate reasons. If you have good reasons

want to miss another class meeting) discuss these reasons with your instructor within one week of that absence. If your absence is extended and prolonged (over one week of continuous non-attendance), then you should discuss it with your academic advisor in your home faculty, who may require documentation. That advisor may then contact all of your instructors.

Class Meeting Schedule

Note: Quiz dates are tentative and may change depending on how much material we have (or have not yet) covered since the previous quiz. Quizzes will never be moved up   only back