

**2111G: Introduction to Professional Writing
Winter 2019**

Section: 002

Time/Room: Wed. 1:30-4:30 SH 3307

Instructor: Professor Freeborn

Email: Please Use OWL Message

Office: UC 1426

**Office hours: Wed. 4:30-6:30,
or by appointment**

Course Description and Objectives

Students seeking academic accommodation on medical or other grounds

Note: In this course, the final versions of your assignments must be submitted electronically to turnitin.com through your Sakai HomePage. Your instructor will provide you with further information and instructions on this procedure.

Prerequisites

The University Senate requires the following statement to appear on course outlines:

“Unless you have either the requisites for this course or written special permission from your Dean to enroll in it, you may be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites.”

Schedule

Week One **Introduction: Writing and Rhetoric in a Professional Context**
Jan. 9 **Locker/Findlay, Chapters 1, 2, 3, and Appendix A**

Week Two **Rhetoric: The Concept of Audience**
Jan. 16 **Locker/Findlay, Chapter 2**

Introduce and Assign Case and Diagnostic Paper: (Audience Analysis; up to 500 words/ungraded) due Week Three

Week Three **Introduction to the Conventions/Grammar of**

Week Eight
March 6

Writing Persuasive Messages
Locker/Findlay, Chapter 9
Assignment #2 Draft due; peer review

Introduce and Assign Case and Assignment #3: (Formal report exercise; approximately 1250 words [excluding front and back matter]/40%) due end of classes (draft due in-