



“An introduction to the basic principles and techniques of good writing, the course will emphasize practical work and the development of writing skills for a variety of subjects and disciplines.” By “practical work” this course description from the calendar means to indicate that you will spend much of your time in this course writing, responding to the writing of others, and revising your work in light of the responses you receive to it. The focus in this course will be to have you engage in both the production of written work and the critical reading of the work of others.

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5 ggll ba Ybh

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Essay 1: Rhetorical Analysis (20%) Rough Draft:

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Essays are to be typed and double-spaced in a standard serif font such as Times New Roman. All assignments must have your name on the first page and be submitted as .doc, .docx, or .rtf format. Do not use a cover page, as these are particularly unnecessary for online submissions. When using sources in Essay 4, you will be expected to follow MLA, APA, or Chicago-style citations, which will be discussed in class and which are detailed in *The Canadian Writer's Handbook* section 37.

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Assignments are due on the dates specified on the schedule. Late essays will be penalized by **&') i `dYf` XUm** unless I have permitted an extension on the due date. You must speak to me ahead of time for an extension and provide a suitable reason. Weekly class sessions will run from Monday to Sunday, so writing assignments for a particular week are due by Sunday night at 11:59PM, Eastern Time. Note that OWL is often down during Sunday mornings for regular system updates.

Each of your final drafts is automatically submitted to [Turnitin.com](https://www.turnitin.com) for plagiarism checking when you submit it for grading through the **5 gg][ba Ybhg** area of our course. Turnitin will generate a report for you, detailing the percentage of your paper that has been taken from sources, which I will also look at. I will not grade any essay until I see the report on Turnitin.com.

In addition to handing in final drafts on the due date for each assignment, you are required to submit a rough draft of each writing assignment for peer review sessions as noted in the Course Schedule above. I will assess these drafts for completeness; students who do not submit a complete draft to peer review classes will **`cgY%\$i** from the earned grade for that assignment. In other words, an assignment that would have earned a 78, for example, will receive instead a recorded grade of 70. This penalty will be applied in addition to any other penalties incurred (e.g., for late submission). If you do the reviewing in our online discussion but don't submit your own draft, **H YXYXi W]cb] YXYXi T Y**

another reader and getting to read how someone else has approached the assignment. Peer review will be accomplished on the discussion forum where instructions will also be provided.

You are responsible for keeping copies of all assignments submitted in case we need to discuss your writing and if you want to submit it for the annual Marie Smibert Writing Program Student Achievement Prize in April.

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Obviously, we do not meet formally in a Distance Studies course. Therefore, attendance and participation on the Discussion Board are intertwined. While online classes are generally asynchronous, they are not correspondence or self-paced. You must attend class (defined as logging into our OWL section and interacting, posting questions and thoughts to the set discussion topics) and are expected to contribute a **post responding to the main discussion topic**. Posting must be distributed so that at least one post is made

I will assign a weekly participation grade based on whether you have fulfilled the posting requirements described in further detail below in terms of **Frequency and Number of Posts Made** and **Quality of Posting**.

1) Frequency and Number of Posts Made

At least two posts have been made during the week, and at least one is made by Thursday and at least one after Thursday.

2) Quality of Posting

All posts on the Discussion Board must

- Contribute something meaningful to the board.
- Support your opinion with sufficient reasons or evidence.
- Display good grammar and organization.

Postings should not

- Contain disrespectful, insulting, or offensive language.
- Be excessively long (more than one screen length) or excessively short.
- Be unrelated to the forum topic.
- Only say things like "I agree with you" or "Nice comment!" that do not contribute substantially to the discussion.

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Engagement in this class is required to improve as a writer. Here is the Writing Studies attendance policy in this online class:

Note that 'attendance' as defined in this section is mandatory in this course. Failure to meet the minimum ng Studies a

“Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following Web site:
http://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_undergrad.pdf.

Students must write their essays and assignments in their own words. Whenever students take an idea, or a passage of text from another author, they must acknowledge their debt both by using quotation marks where appropriate and by proper referencing such as footnotes or citations. Plagiarism is a major academic offence (see Scholastic Offence Policy as above).

All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement currently between The University of Western Ontario and Turnitin.com (<http://www.turnitin.com>).”

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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.”