

Lecture, Reading, and Assignment Schedule

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Note also: 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 and advance notice will be given if/when such a scheduling change occurs.

Date	Meeting focus	Readings
Week 1: Sept 8-10	Introduction to the course/syllabus	
Week 2: Sept 13-17	Introduction to grammar basics: Word classes [Discussion]	<i>Canadian Writer's Handbook (CWH)</i> : Chapters 6 (all), 7a, 8a-d, 10-13 (all) <i>Healthcare Writing (HW)</i> : Chapter 1 (pg. 1-11), Chapter 6 (pg. 111-25)
Week 3: Sept 20-24	The writing process: Planning and drafting Grammar basics: Word Paragraphs, Thesis statements [Discussion]	CWH : Ch. 1a-g, 2 (all) HW : Ch. 7 (pg. 147-60, 164-70)
Week 4: Sept 27-Oct 1	Assignment 1 Due (Friday before midnight) APA basics: A (very) brief overview Grammar basics continued: Sentence elements and types Sentence Boundary Errors	CWH : Ch. 3 (all), 4a-d, 5a-c; Ch. 37b HW : Ch.6 (pg. 123-5, 136-9), Ch. 8 (pg. 186-92)
Week 5: Oct 4-8	Quiz 1 The writing process: Editing and revising; Writing in a professional health care setting Effective Sentences: Agreement [Discussion]	CWH : Ch. 1h-i; Ch. 7c, 9 (all) HW : Ch. 1 and 2, Ch. 6 (pg. 133-6)
Week 6: Oct 12-15 (Thanksgiving Holiday: Oct 11)	Effective Sentences: Active vs. Passive Voice, Parallelism Commas, Semicolons, Colons [Discussion]	CWH : Ch. 4e-i, 5h, 8h; Ch. 15-17, 25 (all) HW : Ch. 6 (pg. 125-31, 142-4)
Week 7: Oct 18-22	Assignment 2 Due (Friday before midnight) Effective Sentences: Modifiers, Diction Dashes and apostrophes Plan your research: Literature review	CWH : Ch. 5d-g; 18-24 (all), 32l-n; Ch. 7e, 14 (all), Ch. 33 (all) HW : Ch. 6 (pg. 131-3, 139)

