

**ENGL 20-2INTS, English 20-2**

*5 credits, 5 hours lecture*

**Instructor**

Instructor Name: Doug Ross

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**Office Hours**

Monday 12:00 – 12:50 p.m.

Tuesday 12:00 – 1:50 p.m.

Thursday 12:00 – 1:50 p.m.

**Delivery Method(s):**

Online synchronous – offered online with scheduled classes via Zoom or Microsoft Teams (Section Code is INTS)

**Hours of Instruction & Location**

Day	Time	Location
Monday	1:00 -1:50 p.m.	Moodle/Zoom
Wednesday	1:00 – 2:50 p.m.	Moodle/Zoom
Friday	1:00 – 2:50 p.m.	Moodle/Zoom

Virtual Meeting information is provided in the course on Moodle.

**Required Resources**

**Reading Package**, Keyano College

**Advancing Vocabulary Skills**, Comodromos & Langan, 5th edition, ISBN-978-1-59194-533-8

**Rules for Writers**, 10<sup>th</sup> Edition, Hacker, Sommers, ISBN-978-1-319-24425-5

### Assessment Details and Dates

Assessment	Weighting	Course Learning Outcome
8 Forum Responses	40%	CLO#1, CLO#2, CLO#3, CLO#4, CLO#5, CLO#6, CLO#8, CLO#9, CLO#10, CLO#11, CLO#12, CLO#13, CLO#14, CLO#15, CLO#16, CLO#17, CLO#18, CLO#19, CLO#20, CLO#21, CLO#22, CLO#23, CLO#24, CLO#25, CLO#26, CLO#27, CLO#28
2 Mid-term Projects	25%	CLO#1, CLO#3, CLO#4, CLO#6, CLO#8, CLO#9, CLO#10, CLO#11, CLO#12, CLO#13, CLO#14, CLO#15, CLO#16, CLO#17, CLO#18, CLO#19, CLO#20, CLO#21, CLO#22, CLO#23, CLO#24, CLO#25, CLO#26, CLO#27, CLO#28
2 Final Projects	25%	CLO#1, CLO#2, CLO#3, CLO#4, CLO#5, CLO#6, CLO#7, CLO#8, CLO#9, CLO#10, CLO#11, CLO#12, CLO#13, CLO#14, CLO#15, CLO#16, CLO#17, CLO#18, CLO#19, CLO#20, CLO#21, CLO#22, CLO#23, CLO#24, CLO#25, CLO#26, CLO#27, CLO#28
3 Class Preparation Evaluations	10%	CLO#26 CLO#27

## Proposed Course Schedule

Week & mode of delivery	Topic(s), Activities, Readings	Graded Assessments (%)	Tentative Due Dates
<b>Week 1</b> Aug 28- Sept 3  Date & Time of F2F session	Forum 1: Introduction Post and Reply Course Overview, Course Guidelines Plagiarism Defined, Explained MLA 9 Style Guide and Tips Vocabulary Chapter 1	5%	Aug 31
<b>Week 2</b> Sept 4- Sept 10	Forum 2: "The Mirror" Anecdote Quoting and Paraphrasing to Avoid Plagiarism and Enhance an Academic Paper Characterization, How it Works Explanation of Mid-term Project 1 Vocabulary Chapter 2 MLA 9 In-text Citations and the Works Cited Page	5%	Sept 6
<b>Week 3</b> Sept 11- Sept 17	Forum 3: "Capsized" Magazine Article Analyzing Short Stories Vocabulary Chapter 3 Integrating Quotations in MLA 9 Style, Initial Point – Signal Phrase – Quote/Paraphrase – Explanation – Significance – Transition The Double-Spaced MLA 9 Style Paper The Five Paragraph Persuasive Essay Class Preparation Evaluation #1	5%  3.3%	Sept 14
<b>Week 4</b> Sept 18- Sept 24	Forum 4: "Sooshewan: Child of the Beothuk" Short Story Vocabulary Chapter 4 Explanation of Mid-term Project 2 Analyzing Short Stories, Novels, and the Key Elements of the Plot MLA 9 Style Quoting and Paraphrasing Practice	5%	Sept 21

<b>Week 5</b> Sept 25- Oct 1	Forum 5: "Mary Chatsworth Nurse" Profile Vocabulary Chapter 5 Transitions, Monmouth University Examples and Discussion The Thesis Worksheet, In-Class Exercises and Examples Overview of a Sample Journal Article for Mid-term Project 2 Review of Mid-term Project 2	5%	Sept 28
<b>Week 6</b> Oct 2- Oct 8	Mid-term Project 1: PowerPoint: Using Vocabulary Words from Chapters 1-5 compose a story based on your Introduction Post Vocabulary Chapter 7 In Class Reading of "The Shivering Tree" with Discussion The MLA 9 Style Quotation Paraphrase Sandwich to Enhance an Academic Paper Vocabulary Chapter 6 Review Class Preparation Evaluation #2	12.5%         3.3%	Oct 5
<b>Week 7</b> Oct 9- Oct 15	Mid-term Project 2: Word Document: 2-3 Paragraph Written Response using Nursing Journal Articles, "Nurse," and "The Mirror." Thesis Worksheet, The Structure of the Thesis In-Class Thesis Exercise, Building a Thesis from a Narrowed Down Topic MLA 9 Style In-Class Quotation Paraphrase Activity Using Transitions Effectively, University of Washington PDF Vocabulary Chapter 8	12.5%	Oct 12
<b>Week 8</b> Oct 16- Oct 22	Forum 6: "The Miraculous Phonograph Record of 1921" Memoir Synthesizing Sources Using MLA 9 Style Vocabulary Chapter 9 Introduction to Poetry Poetry Terms, Part 1 Synthesizing Sources, Discussion of Examples Poetic Devices, Part 1	5%	Oct 19

	Coherent Sentence Linkage Using Transitional Phrases		
<b>Week 9</b> Oct 23- Oct 29	Forum 7: "The Laughing Heart" Poetry Transitional Terms, Compare and Contrast Common Poetic Forms, In-Class Reading of Haiku Poetry with Discussion Vocabulary Chapter 10	5%	Oct 26
<b>Week 10</b> Oct 30- Nov 5	Forum 8: "Nothing is Like Nothing Else" Poetry Poetic Devices, Part 2 Vocabulary Chapter 11	5%	Nov 2
<b>Week 11</b> Nov 6- Nov 12	In-Class Reading of the Short Story "Ramu and Rani" with Discussion Vocabulary Chapter 13 and 14 Poetry Terms, Part 2		
<b>Week 12</b> Nov 13- Nov 19	Final Project 1 and 2 Review Vocabulary Chapter 15		
<b>Week 13</b> Nov 20- Nov 26	Final Project 1: PowerPoint: Using Vocabulary from the Course Final Project 2 Review In-Class Culminating Activity	12.5%	Nov 23
<b>Week 14</b> Nov 27- Dec 3	Final Project 2: Word Document, Synthesis of two New Poems, MLA 9 Style Class Preparation Evaluation #3	12.5% 3.3%	Nov 28

**Please Note:**

- The date and time allotted to each topic are subject to change.
- Students will have access to their Moodle course shells for 15 days following completion of their course.
- Every effort has been made to ensure that the information in this course syllabus is accurate at the time of publication. Keyano College reserves the right to change the course syllabus content if it becomes necessary so that course content remains relevant. Any changes to the course syllabus during the semester will be communicated to students in writing by the instructor in a timely manner. A revised course syllabus will be posted to the LMS.
- A minimum GPA of 1.7 or higher is required for students to remain in good academic standing and progress to the next semester, unless otherwise indicated for a specific program.

## Keyano Performance Requirements and Student Services

### Student Responsibilities

As a student, it is your responsibility to contact the Office of the Registrar to complete the required forms, including the [Withdrawal/Drop Form](#). All forms are available on the [College website](#). Please refer to the important dates listed in the Academic Schedule in the [Keyano College credit calendar](#) and/or on the [College website](#). It is the responsibility of each student to be aware of the guidelines outlined in the [Student and Academic Policies](#).

### Student Attendance

Class attendance is helpful for two reasons: First, class attendance maximizes a student's learning experience. Second, attending class is an excellent way to keep informed of matters relating to the course administration (e.g., the timing of assignments and exams). Ultimately, you are responsible for your learning and performance in this course. It is the responsibility of each student to be prepared for all classes. Absent students are responsible for the material covered in those classes, and students must ensure they are ready for their next class, including completing any missed assignments and notes.

### Course Evaluation

Midterm exams and term work is to be completed at the time/date indicated in your course syllabus. It is the expectation of the College that students make every reasonable effort to complete all course evaluation, including, quizzes, midterms, and exams, as scheduled. In the event of an emergency, rescheduling of exams and/or extensions are only provided at the discretion of the course instructor. Students should contact the instructor as soon as they are able, to notify them of missing an evaluative component. Instructors will use discretion in deciding whether circumstances justify granting a reschedule and/or extension.

Regular term quizzes, midterms, and exams are not eligible for deferral and/or date extension accommodations. Students with accommodations, please refer to Accessibility Services.

Final Exams are subject to deferral processes, please refer to the current [Keyano College Credit Calendar](#).

### Academic Integrity & Misconduct

Academic integrity requires commitment to the values of honesty, trust, fairness, respect, and responsibility. It is expected that students at Keyano College will adhere to these ethical values in all activities related to learning, teaching, research, and service. Any action that contravenes this standard, including misrepresentation, falsification, or deception, undermines the intention and worth of scholarly work and violates the fundamental academic rights of members of our community.

Academic dishonesty takes many forms:

- Plagiarism or the submission of another person's work as their own,
- The use of unauthorized aids in assignments or examinations (cheating),
- Using Artificial Intelligence (AI) to complete coursework (without instructor approval),
- Collusion or the unauthorized collaboration with others in preparing work,
- The deliberate misrepresentation of qualifications,
- The willful distortion of results or data,
- Substitution in an examination by another person,
- Submitting unchanged work for another assignment, and
- Breach of confidentiality.

In all academic work, the ideas and contributions of others must be appropriately acknowledged and work that is presented as original must be, in fact, original. Using an AI-content generator (such as ChatGPT) to complete coursework without proper attribution or authorization is a form of academic dishonesty. If you are unsure about whether something may be plagiarism or academic dishonesty, please contact your instructor to discuss the issue.

The consequences for academic misconduct range from a verbal reprimand to expulsion from the College. More specific descriptions and details are found in the *Student & Academic Policies* section of the [Keyano College credit calendar](#). It is the responsibility of each student to be aware of the guidelines outlined in the Student Rights, Academic Integrity, and Non-Academic Misconduct Policies.

To ensure your understanding of plagiarism and academic integrity, you are required to complete the online [Understanding Academic Integrity tutorial \(https://keyano.libwizard.com/f/academic-integrity-tutorial\)](https://keyano.libwizard.com/f/academic-integrity-tutorial) and submit the certificate of completion to your instructor(s).

### Online Learning

Technology and internet connectivity will impact your online learning experience. You may be required to watch online videos, take online quizzes, or participate in live online classes. Live/virtual courses will be hosted in Microsoft Teams or Zoom. For all course delivery types, you will access your course outline, course syllabus and course resources on Keyano's learning management system: Moodle (iLearn). Login in using your [Keyano username and password](#). Keyano College operates in a Windows-based environment and having access to the correct tools for online learning is essential.

## Computer System Requirements

Keyano College software are Windows based.

### Minimum Requirements and Recommended Upgrades for Windows (preferred system) and Apple devices

These minimum standards are required for a Windows computer/laptop (OS 10 or 11) and a MacIntosh (OS 10.14 or above).

1. Windows 10 Operating System or above.
2. 4GB of RAM. Recommended upgrade to 8GB of RAM.
3. 10GB+ available hard drive storage space. Note installing Microsoft Office 365 requires 3GB of available hard drive space.
  - a. Install the Microsoft Office 365 suite (~3GB) \*
4. Microphone, webcam, and speakers (All modern laptops have these three accessories built-in). However, a headset or earbuds with a microphone is also recommended.
5. Windows has built-in anti-virus/malware software. It is essential to install system updates to keep your device secured regularly.

\*[Microsoft Office 365](#) is free to Keyano students.

Tablets, iPads, and Chromebooks are **not** recommended: They may not be compatible with your programs such as lockdown browsers used for assessments and/or Microsoft Office 365.

## Computer Software

Students have access to Microsoft Office 365 and Read & Write for free using Keyano credentials.

See [Recommended Technology](#) for more information.

## Recording of Lectures and Intellectual Property

Students may only record a lecture if explicit permission is provided by the instructor or Accessibility Services. Even if students have permission to record a lecture or lecture materials, students may not share, distribute, or publish any of the lectures or course materials; this includes any recordings, slides, instructor notes, etc., on any platform. Thus, no student is allowed to share, distribute, publish, or sell course-related content without permission. It is important to recognize that the Canadian Copyright Act contains provisions for intellectual property. The [Academic Integrity Policy](#) provides additional information on Keyano College's expectations from students as members of the intellectual community.

## ITS Helpdesk

If you have issues with your student account, you can contact the ITS Helpdesk by emailing [its.helpdesk@keyano.ca](mailto:its.helpdesk@keyano.ca) or calling 780-791-4965.



## Specialized Supports

Keyano College is committed to Keyano students and their academic success. There is a variety of student support available at Keyano. All student services are available during Keyano business hours: Monday to Friday, 8:30 a.m. to 4:30 p.m. The College is closed on statutory holidays. If you require support outside of regular business hours, please inform the support service team, and they will do their best to accommodate your needs.

**Accessibility Services** provides accommodations for students living with disabilities. Students with documented disabilities or who suspect a disability can register to discuss their current learning barriers and possible accommodations. Students are required to request accommodations for each term. Please note that requesting accommodations is a process and requires time to arrange. Contact the department as soon as you know you may require accommodations to ensure timely implementation. For accessibility supports, adaptive technology, learning strategies and disability-based funding, please register with Accessibility Services by emailing [wellness.services@keyano.ca](mailto:wellness.services@keyano.ca), or visiting [www.wellnessxp.net/wellness/](http://www.wellnessxp.net/wellness/), or scanning this qr code below.



**Wellness Services** offers a caring, inclusive, and respectful environment where students can access free group and individual support to meet academic and life challenges. Mental Health Coordinators provide a safe and confidential environment for you to seek help with personal concerns. Our Wellness Navigator offers support with finding basic needs such as housing, financial and nutritional support, and outside referrals when needed. Wellness Services welcomes students to participate in group sessions that address topics including mindfulness and test anxiety throughout the academic year. Individual appointments can be made by emailing [wellness.services@keyano.ca](mailto:wellness.services@keyano.ca), or visiting [www.wellnessxp.net/wellness/](http://www.wellnessxp.net/wellness/), or scanning this qr code below.



The **Library** provides students with research, information, and educational technology services and spaces as they engage in their studies. The Library is located at CC-166 or [www.keyano.ca/library](http://www.keyano.ca/library). Library staff are available to help students online and in person throughout the semester. Librarians offer individual and small group consultations booked using the online [Book A Librarian calendar](#). The library also provides virtual research and subject guides to help you with your studies. Find the guide that supports your course-related research by viewing the complete list of online [Subject Guides](#). To start your research and access citation guides (APA, MLA, Chicago, or IEEE), visit the [Research Help page](#). The library's collections (including print and online materials) are searchable using [EDS \(EBSCO Discovery Service\)](#) on [www.keyano.ca/library/find](http://www.keyano.ca/library/find). The library offers a Loanable Technology collection to support students accessing and using technology. For an up-to-date list of technology available for borrowing, visit the library's [Loanable Technology webpage](#). For a detailed list of library resources and services, go to [www.keyano.ca/library](http://www.keyano.ca/library). For all inquiries, please email [askthelibrary@keyano.ca](mailto:askthelibrary@keyano.ca) or [chat with us online](#).

The **Academic Success Centre (ASC)** provides free academic support services to registered students, such as tutoring, writing support, facilitated study groups, workshops, and study space. Academic Content Specialists are available in Business, Mathematics, Science, English, Humanities, Power Engineering, Upgrading/College Prep, and more. Peer Tutors are available to provide peer academic support to students in all college programs, such as Nursing, Business, Education, Environmental Science, among others. Students are encouraged to visit the Academic Success Centre at CC-119 to discuss strategies for academic success. Specialists in the Academic Success Centre also work with students to develop academic success plans, time management skills, study strategies, and homework plans. For additional information, please email [Academic.Success@keyano.ca](mailto:Academic.Success@keyano.ca)

**Work Integrated Learning (WIL)** is located in the ASC in CC-119. Career Services WIL staff assist students with their program-related WIL and co-op placements, provide resume advice, and support with using the GradLeaders platform. Additionally, they coordinate several career fairs for students throughout the academic year and host coop and resume workshops for students. Students can reach WIL by emailing: [WIL@keyano.ca](mailto:WIL@keyano.ca) or by visiting them in person.

Course Syllabus Template Version 1.0

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