

**DEPARTMENT OF MODERN LANGUAGES
AND CULTURAL STUDIES**

<https://uofa.ualberta.ca/modern-languages-and-cultural-studies>

2020-2021 MLCS 797 A1: Academic and Professional Writing
(Fall Term)

Note: Remote Delivery

Instructor: Dr. Micah True
Office: Remote
Telephone: n/a
E-mail: mtrue@ualberta.ca

Time: to be confirmed
Place: Remote
Office Hours: by appointment
(via videoconference)
Course Website: eClass

Course Prerequisite: consent of department

It is your responsibility as a student to ensure that you have the appropriate prerequisites for the course.

Technology requirements (minimum): A computer with microphone, webcam, and speakers or headphones. A reliable Ethernet or WiFi Internet connection suitable for watching videos and participating in synchronous and asynchronous learning opportunities. Detailed recommendations can be found [here](#). It is your responsibility as a student to ensure that you have the appropriate technology for the course.

Experiential Learning Component

- this course has a significant experiential learning component (15% or more of the course grade)

Course-based Ethics Approval in place regarding all research projects that involve human testing, questionnaires, etc.?

- Yes No, not needed, no such projects approved.

Past or Representative Evaluative Course Material Available

- Exam registry – Students' Union
<http://www.su.ualberta.ca/services/infolink/exam/>
- See explanations below
- Document distributed in class
- Other (please specify)
- NA

Course Description, Objectives, and Expected Learning Outcomes:

This course is intended to initiate students into the world of scholarly writing and publishing. Over the course of the semester, students will develop an article based on their previous and

ongoing research in their own particular fields of study, and will have the opportunity to submit it for publication. Direct instruction in various aspects of the process of writing and publishing journal articles will be paired with guided practical experience and group discussion in a supportive and collaborative workshop environment. The course will demystify the publishing process and give students the basic tools they need to begin disseminating their own research.

Learning outcomes: upon successful completion of the course, students will have acquired the necessary skills and confidence to write papers of publishable quality, as well as valuable editing skills for their own work and that of others. They will also understand the conventions of scholarly publishing and be able to navigate the process of identifying appropriate venues and submitting their work.

Course Format: Due to the university's move to remote delivery, this course will be taught this year in a blended format. Students will complete tasks and assignments online at their own convenience each week, and we will also meet weekly via videoconference to replicate as best we can a traditional writing workshop format.

Texts: All required texts, videos, and other materials are available on the course website.

Additional Course Fees

Yes No

Important Dates: [See Academic Schedule in current Calendar](#)

First Day of Class: September 1, 2020

Add/Delete Date: September 15, 2020

50% Withdrawal Date: October 2, 2020

Fall Term Reading Week: November 9-13, 2020

Withdrawal Date: November 30, 2020

Last Day of Class: December 7, 2020

Components of Course Grade (see “Explanatory Notes”):

This course is graded credit/no credit. To earn credit for this course, students must:

1. Submit all of the assignments outlined below
2. Submit no fewer than 10 of the weekly forum posts
3. Attend and actively participate in all class videoconferences, except in case of pre-excused absence.

Explanatory Notes on Assignments:

Written assignments (detailed instructions will be given on the course website):

Abstract of approximately 250 words, due Friday Sept. 18

Outline, due Friday Oct. 2

Introduction (one paragraph), due Friday Oct. 9
Background/literature review section (2-4 paragraphs), due Friday Oct. 16
Draft article (20-25 pages), due Friday Oct. 30

Weekly forum posts on eClass: in a forum post of approximately 250 words, students will respond to a weekly prompt supplied by the instructor. In these posts, students will reflect on their own experiences, strengths, and challenges as writers, and will be encouraged to engage with the reactions posted by their peers. The due date for these posts will be specified on eClass, and will precede our weekly videoconference sessions (to be scheduled by mutual agreement) so that we may continue the conversation, if necessary.

Participation and attendance: Students are expected to attend and actively participate in all videoconference class sessions. This includes:

1. Thoroughly preparing all work assigned for each class session.
2. Participating actively in class discussions. This includes not only regularly contributing to discussions, but also listening attentively and responding to others' ideas.

Required Notes:

“Policy about course outlines can be found in the [Evaluation Procedures and Grading System](#) of the University Calendar.”

Student Responsibilities:

Academic Integrity:

The University of Alberta is committed to the highest standards of academic integrity and honesty. Students are expected to be familiar with these standards regarding academic honesty and to uphold the policies of the University in this respect. Students are particularly urged to familiarize themselves with the provisions of the [Code of Student Behaviour](#) and avoid any behaviour that could potentially result in suspicions of cheating, plagiarism, misrepresentation of facts and/or participation in an offence. Academic dishonesty is a serious offence and can result in suspension or expulsion from the University.

All students should consult [the Academic Integrity website](#). If you have any questions, ask your instructor.

An instructor or coordinator who is convinced that a student has handed in work that he or she could not possibly reproduce without outside assistance is obliged, out of consideration of fairness to other students, to report the case to the Associate Dean of the Faculty. See the [Academic Discipline Process](#).

Learning and Working Environment:

The Faculty of Arts is committed to ensuring all students; faculty and staff are able to study and work in an environment that is safe and free from discrimination and harassment. It does not tolerate behaviour that undermines that environment. The Department urges anyone who feels that this policy is being violated to:

- Discuss the matter with the person whose behaviour is causing concern; or
- If that discussion is unsatisfactory, or there is concern that direct discussion is inappropriate or threatening, discuss it with the Chair of the Department.

For additional advice or assistance regarding this policy you may contact the [Office of the Student Ombuds](#). Information about the [University of Alberta Discrimination and Harassment Policy and Procedures](#) is described in [UAPPOL](#).

Sexual Violence Policy:

It is the policy of the University of Alberta that sexual violence committed by any member of the University community is prohibited and constitutes misconduct. Resources and more information can be found at <https://www.ualberta.ca/campus-life/sexual-violence>

Territorial Statement:

“The University of Alberta acknowledges that we are located on Treaty 6 territory, and respects the histories, languages, and cultures of the First Nations, Métis, Inuit, and all First Peoples of Canada, whose presence continues to enrich our vibrant community.” (*from the beginning of the Calendar*).

Recording of Lectures:

Audio or video recording, digital or otherwise, of lectures, labs, seminars or any other teaching environment by students is allowed only with the prior written consent of the instructor or as a part of an approved accommodation plan. Student or instructor content, digital or otherwise, created and/or used within the context of the course is to be used solely for personal study, and is not to be used or distributed for any other purpose without prior written consent from the content author(s).

Attendance, Absences, and Missed Grade Components:

Regular attendance is essential for optimal performance in any course. In cases of potentially excusable absences due to illness or domestic affliction, notify your instructor by e-mail within two days. Regarding absences that may be excusable and procedures for addressing course components missed as a result, consult sections [Attendance](#) and [Examinations](#) of the University Calendar. Be aware that unexcused absences will result in partial or total loss of the grade for the “attendance and participation” component(s) of a course, as well as for any assignments that are not handed-in or completed as a result.

Deferral of term work is a privilege and not a right; there is no guarantee that a deferral will be granted. Misrepresentation of facts to gain a deferral is a serious breach of the Code of Student Behaviour.

In this course, you will be expected to attend every online class unless you have let me know of an unavoidable absence **in advance**. We will not meeting during the week of doctoral comprehensive exams.

Policy for Late Assignments:

Students who consult with me **in advance** regarding contingencies preventing the timely completion of an assignment may be granted an extension with no penalty—one time only. Otherwise, all assignments should be turned in on the course website by the stated deadline.

Disclaimer:

Any typographical errors in this syllabus are subject to change and will be announced in class and posted on eClass. The date of the final examination is set by the Registrar and takes precedence over the final examination date reported in this syllabus.

Student Resources:

The best all-purpose website for student services is: <https://www.ualberta.ca/current-students>.

Accessibility Resources: (1 – 80 SUB)

The University of Alberta is committed to creating work and learning communities that inspire and enable all people to reach their full potential. Accessibility Resources promotes an accessible, inclusive, and universally designed environment. For general information to register for services visit the [Accessibility Resources](#) webpage.

The Academic Success Centre: (1-80 SUB)

[The Academic Success Centre](#) offers a variety of workshops on effective study and exam strategies. There are in-person and online sessions available for a modest fee.

The Centre for Writers: (1-42 Assiniboia Hall)

The [Centre for Writers](#) offers free one-on-one writing support to students, faculty, and staff. Students can request consultation for a writing project at any stage of development. Instructors can request class visits and presentations.

Health and Wellness Support: There are many health and community services available to current students. For more information visit the [Health and Wellness Support](#) webpage.

Office of the Student Ombuds:

The [Office of the Student Ombuds](#) offers confidential interviews, advice and support to students facing academic, discipline, interpersonal and financial difficulties.

Grading:

Assessment of the individual course components may be in the form of numerical marks or letter grades. The final letter grade will be based on "a combination of absolute achievement and relative performance in a class" (University Calendar, [Evaluation Procedures and Grading System](#)). The University Grading Procedure mandates that "a student's level of achievement of the goals/outcomes of a course, their grade, and the descriptor of that grade must be aligned" (<https://policiesonline.ualberta.ca/>). The following guidelines have been adopted by the Department of Modern Languages and Cultural Studies:

“MLCS Graduate Grading Scale”

A+	97-100	Excellent
A	93-96	Excellent
A-	90-92	Excellent
B+	87-89	Good
B	79-86	Good
B-	74-78	Satisfactory
C+	68-73	Satisfactory
C	63-67	Failure
C-	58-62	Failure
D+	54-57	Failure
D-	50-53	Failure
F	00-49	Failure