

DEPARTMENT Humanities and Social Sciences

COURSE OUTLINE – Spring 2024

WR1010 (EC): Professional and Academic Writing – 7.5 (4-3.5-0) 60 Hours for 8 Weeks

Northwestern Polytechnic acknowledges that our campuses are located on Treaty 8 territory, the ancestral and present-day home to many diverse First Nations, Metis, and Inuit people. We are grateful to work, live and learn on the traditional territory of Duncan's First Nation, Horse Lake First Nation and Sturgeon Lake Cree Nation, who are the original caretakers of this land.

We acknowledge the history of this land and we are thankful for the opportunity to walk together in friendship, where we will encourage and promote positive change for present and future generations.

INSTRUCTOR: Dr. Ila Ahalawat
OFFICE: Virtual (Zoom)
OFFICE HOURS: By appointment

PHONE:
E-MAIL:

CALENDAR DESCRIPTION: This course focuses on principles of effective professional and academic writing and communication, including mechanics, style, tone, organization, and referencing. Specific topics include composing professional correspondence and writing academic reports and research papers.

PREREQUISITE(S)/COREQUISITE: None

REQUIRED TEXT/RESOURCE MATERIALS: Course Materials are available or linked through myClass.

DELIVERY MODE(S): This type of course will be delivered online through NWP's learning management system. There are no set class times and students attend remotely and asynchronously. This is a paced self-study course and is delivered entirely online using MyClass (D2L) and Connect. You will be evaluated several times, so you can assess how you are doing as you work through the material. The assignments have specific due dates to help you finish the course on time. However, you may complete and submit these evaluations before their due dates.

LEARNING OUTCOMES:

Upon successful completion of the course, students will be able to do the following:

- Apply the correct use of grammar, spelling, sentence structure and punctuation in writing.
- Research, plan, compose, edit, and reference a formal academic paper.
- Research, plan, execute and evaluate an effective oral presentation.

TRANSFERABILITY:

Please consult the Alberta Transfer Guide for more information. You may check to ensure the transferability of this course at the Alberta Transfer Guide main page <http://www.transferalberta.alberta.ca>.

** Grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. **Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability.**

EVALUATIONS:

Note: In order to pass WR 1010: All assignments and non-graded assigned work must be completed

Weekly Writing Exercises (Best 4 of 5)	30%
Academic Integrity Module	5%
Research Paper	
Thesis	5%
Outline with Source Annotations	15%
Paper	20%
Recorded Presentation	10%
Peer Feedback	15%
Total	100%

GRADING CRITERIA:

Please note that most universities will not accept your course for transfer credit **IF** your grade is **less than C-**.

Alpha Grade	4-point Equivalent	Percentage Guidelines	Alpha Grade	4-point Equivalent	Percentage Guidelines
A+	4.0	95-100	C+	2.3	67-69
A	4.0	85-94	C	2.0	63-66
A-	3.7	80-84	C-	1.7	60-62
B+	3.3	77-79	D+	1.3	55-59
B	3.0	73-76	D	1.0	50-54
B-	2.7	70-72	F	0.0	00-49

COURSE SCHEDULE/TENTATIVE TIMELINE:

Module/Week of	Topics	Assignments to Complete
1 – May 6		
2 – May 13		Academic Integrity Module
3 – May 20		Thesis
4 – May 27		Outline with Source Annotation
5 – June 3		Paper
6 – June 10		Peer Feedback
7 – June 17		Recorded Presentation
8 – June 24		Peer Feedback

STUDENT RESPONSIBILITIES:

- Late Work
- Extensions
- Assignment requirements (work must be original for this course, are students permitted to use AI, etc.)

STATEMENT ON ACADEMIC MISCONDUCT:

Academic Misconduct will not be tolerated. For a more precise definition of academic misconduct and its consequences, refer to the Student Rights and Responsibilities policy available at <https://www.nwpolytech.ca/about/administration/policies/index.html>.

**Note: all Academic and Administrative policies are available on the same page.

Additional Information:

Instructors may include additional information here. Delete this section if not required.