

**French 2907B Language
Writing Workshop in French
January - April 2017
Professor: Nadine de Moras**

CURRENT CALENDAR COURSE DESCRIPTION

This course introduces students to effective writing practices. The emphasis will be placed on writing through analysis of texts of various genres, in-class exercises, peer workshops, journaling and short compositions. Students will learn effective strategies of composition, including revising, editing and proofreading written texts.

COURSE DESCRIPTION

This course focuses on the practice and acquisition of writing skills: how to delineate which information is needed, how to evaluate the quality of information, write an outline (different types of outlines); how to write an introduction, a paragraph, a conclusion; how to quote and make a bibliography; how to use argumentation in a powerful way; how to improve language skills and proofread one's work.

Upon successful completion of this course, students will be able to identify some of the strategies used by authors and will be able to write, using conventions necessary at an academic level. French 2907B is designed to enable students to increase their competency in written expression, and to better understand the writing process.

COURSE PREREQUISITES OR ANTIREQUISITES

Prerequisite

French 1900E or French 1910 or permission of the Department of French Studies.

HOURS PER WEEK

Monday	12:30-2:30	201
Wednesday	1:30-2:30	MRW 152

COURSE MATERIALS

Required Texts:

Nadine de Moras (2010). Guide d'écriture: La Composition de A à Z. Nelson Education Ltée.
ISBN: 0-17-647349-1

(One copy will be available at the library)

Recommended

- Collins-Robert large French-English/English-French Dictionary

PROFESSOR

Name: Dr. Nadine de Moras

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E-mail: ndemora@uwo.ca

Office hours: Monday 10:30 – 11:30

Wednesday 10:30 – 11:30

+ Appointments

LEARNING OBJECTIVES

On successful completion of this course, it is expected that students will:

- Write at a more proficient level by mastering the most basic writing mechanisms.
 - Become familiar and more at ease with writing techniques.
 - Demonstrate argumentation, organization and writing competencies.
 - Feel more confident in writing French.
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MARK DISTRIBUTION

- **Writing assignments** **70%**
 - General type of writing for academic purposes*
 - Assignment 1: Outline and Introduction 5%
 - Assignment 2: Paragraph and Conclusion 5%
 - Assignment 3: Argumentation and examples 5%
 - Assignment 4: Quoting, bibliography, and essay vocabulary 5%
 - Assignment 5: Research paper
 - Version 1 5%
 - Version 2 (after peer review) 10%
 - Specific types of writing*
 - Assignment 6: Summary 7.5%
 - Assignment 7: Synthesis of two documents (Type of writing assignment in the DALF exam) 7.5%
 - Assignment 8: Cover letter
 - Version 1 5%
 - Version 2 (after peer review) 5%
 - Assignment 9: resumé
 - Version 1 5%
 - Version 2 (after peer review) 5%
- **Peer-assessment (3 X 5%)** **15%**
 - on Assignment 5: Research paper
 - on Assignment 8: Cover letter
 - on Assignment 9: Resumé
- **Portfolio and self-evaluation** **15%**

THERE IS NO FINAL EXAM

ATTENDANCE & PARTICIPATION :

Attendance and participation are essential to your success in learning. We will discuss and practice in class various writing techniques and do parts of the assignments in class.

MISSED OR LATE WORK POLICY

1. A student who misses an assignment should contact me by e-mail as soon as possible: ndemora@uwo.ca
 2. For any assignment worth 10% or more of the final grade, students must submit documentation and contact an academic advisor in order to obtain an official accommodation recommendation from an academic advisor.
 3. Late assignments worth less than 10% of the final grade will be assessed a penalty of 5% per day within a week of when it was scheduled. Failure to write it within this time will result in 0% for the assignment in question. Students must consult with the professor and a prior permission must be obtained before the due date.
 4. Late assignment must be submitted **in class** (not by e-mail, not under the professor's door).
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BRESCIA COMPETENCIES

Upon successful completion of this course, students will be able to:

1. Demonstrate the communication competency by being able to:

- Consistently articulate relationships between points of development; distinguishes one's ideas from those of others; distinguishes facts from opinions.
- Central message is clear and content is appropriate, and relevant.
- Ideas are judiciously articulated in paragraphs, and ideas are easy to follow and appreciate.
- Consistently support ideas through appropriate examples, evidence and argumentation following argumentation rules presented and studied in class.
- Apply appropriate conventions corresponding to the various types of writing tasks (research paper, telling a story, writing a summary, fiction, etc.).
- Uses straightforward, grammatically correct and accurate language that conveys meaning.

2. Demonstrate the Inquiry and Analysis and Information Literacy competencies by being able to:

- Evaluate evidence to identify patterns, differences, similarities, limitations, implications, etc. and can relate a particular case to writing conventions.
 - Analyze one's own limitations and weaknesses, finds the appropriate available information (in dictionary, grammar books, internet, etc.) to complement and develop knowledge and skills.
 - Use and apply specific methods and writing rules; uses accurate and formal vocabulary which was studied in class appropriately.
 - Seeks help when needed (ask questions to the professor, go to the writing center, etc.).
 - Compare different writing styles and identify strategies to learn from observation for personally managing and mastering new writing skills.
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2016-17 BRESCIA UNIVERSITY COLLEGE ACADEMIC POLICIES AND REGULATIONS

1. POLICY REGARDING MAKEUP EXAMS AND EXTENSIONS OF DEADLINES

When a student requests academic accommodation (e.g., extension of a deadline, a makeup exam) for work representing 10% or more of the student's overall grade in the course, it is the responsibility of the student to provide acceptable documentation to support a medical or compassionate claim. All such requests for academic accommodation **must** be made through an Academic Advisor and include supporting documentation. Academic accommodation for illness will be granted only if the documentation indicates that the onset, duration and severity of the illness are such that the student could not reasonably be expected to complete her academic responsibilities. Minor ailments typically treated by over-the-counter medications will not normally be accommodated. Documentation shall be submitted as soon as possible to the student's Academic Advisor indicating the period of illness and when the student should be able to resume academic responsibilities. Students must submit their documentation along with a request for relief specifying the nature of the accommodation being requested no later than two business days after the date specified for resuming responsibilities. Appropriate academic accommodation will be determined by the Dean's Office in consultation with the student's instructor(s). Please note that personal commitments (e.g., vacation flight bookings, work schedule) which conflict with a scheduled test, exam or course requirement are **not** grounds for academic accommodation.

A UWO Student Medical Certificate (SMC) is **required** if a student is seeking academic accommodation on medical grounds. This documentation should be obtained at the time of the initial consultation with the physician/nurse practitioner or walk-in clinic. A SMC can be downloaded from: <http://www.westerncalendar.uwo.ca/2016/pg117.html> The student must request documentation sufficient to demonstrate that her ability to meet academic responsibilities was seriously affected. Please note that under University Senate regulations documentation stating simply that the student "was seen for a medical reason" or "was ill" is **not** adequate to support a request for academic accommodation.

Whenever possible, requests for academic accommodation should be initiated in advance of due dates, examination dates, etc. Students must follow up with their professors and Academic Advisor in a timely manner.

The full policy on requesting accommodation due to illness can be viewed at:
http://www.uwo.ca/univsec/pdf/academic_policies/appeals/accommodation_illness.pdf

2. ACADEMIC CONCERNS

If you feel that you have a medical or personal problem that is interfering with your work, contact your instructor and Academic Advisor as soon as possible. Problems may then be documented and possible arrangements to assist you can be discussed at the time of occurrence rather than on a retroactive basis. Retroactive requests for academic accommodation on medical or compassionate grounds may not be considered.

If you think that you are too far behind to catch up or that your work load is not manageable, you should consult an Academic Advisor. If you consider reducing your workload by dropping one or more courses, this must be done by the appropriate deadlines (refer to the Registrar's website, www.registrar.uwo.ca, for official dates). You should consult with the course instructor and the Academic Advisor who can help you consider alternatives to dropping one or more courses. *Note that dropping a course may affect OSAP eligibility and/or Entrance Scholarship eligibility.*

The Dean may refuse permission to write the final examination in a course if the student has failed to maintain satisfactory academic standing throughout the year or for too frequent absence from the class or laboratory (<http://www.westerncalendar.uwo.ca/2016/pg130.html>)

3. ABSENCES

Short Absences: If you miss a class due to a minor illness or other problems, check your course outline for information regarding attendance requirements and make sure you are not missing a test or assignment. Cover any readings and arrange to borrow notes from a classmate. Contact the course instructor if you have any questions.

Extended Absences: If you have an extended absence, you should contact the course instructor and an Academic Advisor. Your course instructor and Academic Advisor can discuss ways for you to catch up on missed work and arrange academic accommodations, if appropriate.

4. POLICY ON CHEATING & ACADEMIC MISCONDUCT

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.westerncalendar.uwo.ca/2016/pg113.html>

Students are responsible for understanding the nature of and avoiding the occurrence of plagiarism and other academic offences. Students are urged to read the section on Scholastic Offences in the Academic Calendar. Note that such offences include plagiarism, cheating on an examination, submitting false or fraudulent assignments or credentials, impersonating a candidate, or submitting for credit in any course without the knowledge and approval of the instructor to whom it is submitted, any academic work for which credit has previously been obtained or is being sought in another course in the University or elsewhere. Students are advised to consult the section on Academic Misconduct in the Western Academic Calendar.

If you are in doubt about whether what you are doing is inappropriate or not, consult your instructor, the Student Services Centre, or the Registrar. A claim that "you didn't know it was wrong" is not accepted as an excuse.

The penalties for a student guilty of a scholastic offence (including plagiarism) include refusal of a passing grade in the assignment, refusal of a passing grade in the course, suspension from the University, and expulsion from the University.

Plagiarism:

Students must write their essays and assignments in their own words. Whenever students take an idea or a passage 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 in the Western Academic Calendar).

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.

Computer-marked Tests/exams:

Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating. Software currently in use to score computer-marked multiple-choice tests and exams performs a similarity review as part of standard exam analysis.

5. PROCEDURES FOR APPEALING ACADEMIC EVALUATIONS

All appeals of a grade must be directed first to the course instructor. If the student is not satisfied with the decision of the course instructor, a written appeal signed by the student must be sent to the Department Chair. If the response of the department is considered unsatisfactory to the student, she may then submit a signed, written appeal to the Office of the Dean. Only after receiving a final decision from the Dean may a student appeal to the Senate Review Board Academic. A Guide to Appeals is available from the Ombudsperson's Office, or you can consult an Academic Advisor. Students are advised to consult the section on Student Academic Appeals under Academic Rights and

Responsibilities in the Western Academic Calendar
(<http://www.westerncalendar.uwo.ca/2016/pg112.html>)

6. PREREQUISITES AND ANTIREQUISITES

Unless you have either the prerequisites for a course or written special permission from your Dean to enroll in it, you will be removed from the 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 prerequisite(s).

Similarly, you will also be deleted from a class list if you have previously taken an antirequisite course unless this has the approval of the Dean. These decisions may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course because you have taken an antirequisite course.

7. SUPPORT SERVICES

The Brescia University College Registrar's website, with a link to Academic Advisors, is at <http://brescia.uwo.ca/academics/registrar-services/>. The website for the Student Development Centre at Western is at <http://www.sdc.uwo.ca/>. Students who are in emotional/mental distress should refer to Mental Health @ Western http://uwo.ca/health/mental_wellbeing/ for information including a complete list of options about how to obtain help.

Portions of this document were taken from the Academic Calendar, the Handbook of Academic and Scholarship Policy and the Academic Handbook of Senate Regulations. This document is a summary of relevant regulations and does not supersede the academic policies and regulations of the Senate of the University of Western Ontario.