



### COURSE OUTLINE

<b>TERM:</b> Fall 2013	<b>COURSE NO.:</b> EAP 099
<b>INSTRUCTOR:</b>	<b>COURSE NAME:</b> Reading and Writing Support for Academic Courses
<b>OFFICE:</b>	<b>SECTION NO:</b> <b>CREDITS:</b> 3
<b>UNIVERSITY TEL:</b> 604.986.1911	<b>OFFICE HOURS:</b> TBA

**COURSE FORMAT:** 4 in class hours per week for 15 weeks including a 2 week exam period.

**PREREQUISITE:** EAP 080 with a minimum grade of B, the Capilano University EAP Placement Test at least at the EAP 090 level, or an ELA with a minimum score of 114 or other equivalent English language test scores

**RECOMMENDED CONCURRENT COURSES:** EAP 090 or EAP 100-101

**COURSE LEVEL:** This course provides students with additional support in reading and writing skill areas at the EAP 090-100 levels and additional support while taking other 100-level university courses.

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

#### Writing

- refine summaries, critiques, essays, research papers, argument papers.
- refine sentence structure to make stronger sentences.
- understand organization of writing specific to academic disciplines.
- produce technical academic writing: reports, definitions, processes.
- use documentation, incorporating quotations and bibliographies.
- recognize situations in which citation of sources is required.
- refine the use of direct quotations and internal parentheses in writing.

#### Reading

- understand reading approaches according to disciplines.
- distinguish primary and secondary research.
- refine comprehension of academic textbooks.
- refine note-taking from longer texts.
- refine the reduction of complex sentences.
- understand and analyze data (graphs, diagrams).

**Vocabulary**

- use vocabulary specific to various academic disciplines: this includes collocations, pronunciation, word forms and parts.

**Grammar**

- overcome individual grammatical problems and eliminate common errors.

**Learning Approaches (Study Skills):**

- refine critical thinking skills.
- understand learning approaches in North American colleges and universities.
- enhance background knowledge to academic disciplines.
- understand assignments at the university course level.

**REQUIRED TEXTS:** Langan, John, Winstanley, Sharon. English Skills with Readings, Second Canadian Edition. McGraw-Hill Ryerson, 2004.  
Coupe, Rosemary, et al. The Capilano Guide to Writing Assignments. North Vancouver: Capilano College, 2007.

**RECOMMENDED:** An advanced English learners' dictionary, such as Collins Cobuild English Dictionary for Advanced Learners.

**COURSE CONTENT:**

*These will vary according to the students' needs in the following subject areas*

- Psychology
- Sociology
- Ethics
- Geography
- History
- Business
- Biology

**ACTIVITIES:**

*May include:*

- researching material using academic resources.
- reading and summarizing academic journals and textbooks.
- critically analyzing texts.
- writing papers which incorporate application of theories and original thinking.
- summarizing, paraphrasing and synthesizing articles.
- learning idioms and colloquial expressions, especially those related to academic contexts.
- keeping a vocabulary notebook.

**EVALUATION PROFILE:**

1. Assignments (5 x 10%)	50%
2. Quizzes/Other (4 x 5%)	20%
3. Midterm Exam	10%
4. Final Exam	<u>20%</u>
<b>TOTAL</b>	<b>100%</b>

**GRADING PROFILE:**

A+ = 90 – 100%	B+ = 77 – 79%	C+ = 67 – 69%	D = 50 – 59%
A = 85 – 89%	B = 73 – 76%	C = 63 – 66%	F = 0 – 49%
A- = 80 – 84%	B- = 70 – 72%	C- = 60 – 62%	

**OPERATIONAL DETAILS:**

**University Policies:** Capilano University has policies on Academic Appeals (including appeal of final grades), Student Conduct, Cheating and Plagiarism, Academic Probation and other educational issues. These and other policies are available on the University website.

**Emergency Procedures:** Please read the emergency procedures posted on the wall of the classroom.

**Participation:** Participation means regular attendance and good preparation demonstrated in class discussions.

**Attendance:** Regular attendance is required. If you must miss a class, make arrangements with a classmate to hand in any homework due and to explain work required for the following class. You are responsible for all materials and submission of work during your absence.

Call your instructor if you cannot come to class.

**Missed Exams:** All missed exams and quizzes will be graded “0” unless special arrangements are made with the instructor **prior** to the date of the exam or quiz.

**Late Assignments:** Late assignments will not be accepted without special approval in advance. Late assignments will not be accepted after answers have been given out and explained in class.

**Cheating/Plagiarism:** All forms of cheating, including plagiarism, are serious offences. The instructor has a right to assign a “0” on the assignment or a letter grade of “F” on the course. A second offence in any course may result in expulsion from the program.

**Incomplete Grades:** Incomplete grades will not be given without special permission.

**English Usage:** English usage is essential **AT ALL TIMES** in class.

***Cell Phones:***

Cell phones must be turned off **before** entering the classroom and may not be turned on again until **after** you have left the classroom, except in emergency situations by prior arrangement with the instructor.