AP WRIT 1003 6.0 Fall/Winter 2014/15
Professional Writing: An Introduction

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Participating Faculty
Andrea McKenzie: acmcken@yorku.ca
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Course times and locations:
Lecture: Tuesday, 11:30 – 12:30, TEL 0014
Tutorial 1 (Andrea McKenzie): Wednesday, 1:30 – 3:30, HNE B11
Tutorial 2 (Rositza Georgieva): Thursday, 10:30 – 12:30, VH 2016
Tutorial 3 (Rositza Georgieva): Thursday, 12:30 – 2:30, TEL 0005
Tutorial 4 (Dunja Baus): Friday, 10:30 – 12:30, VH 3006

Course Description
This course introduces students to the concepts, themes, and areas and practices of professional writing. Concepts covered include creativity and the idea of writing, composition theories and practices, writing for different audiences, and critical analyses of professional writing modes and media. Students practice writing for different audiences and professional writing areas.

Learning Objectives
Students will learn to:

- Critically read, assess, and question primary texts and secondary texts
- Practice analyzing sources for language, structure, conventions, and idea
- Use a range of sources to generate critical thinking
- Practice concepts and processes for composition in professional writing fields
- Practice, at an introductory level, reviewing for substance
- Produce work appropriate for specific audiences and genres
- Work collaboratively
- Perform oral presentations or the equivalent.

Required Textbooks for Fall Term
- AP WRIT 1003 CourseKit on Moodle.
- David French, Of the Fields, Lately (Anansi Press, print or e-book)
- Joseph M. Williams, Style: The Basics of Clarity and Grace
- Strongly recommended: The Canadian Writer’s Handbook
Course Structure:
Lectures
The lectures provide context and instruction about theories and practices of writing, including sample texts and visual materials. Each week, the lecturer will introduce and demonstrate the work for the following week’s writing, plus a major figure in composition theory. Attending the lectures is essential for understanding each week’s assignment and for completing individual composing reflections. Come prepared: the lectures are very interactive.

Workshops (Tutorials)
In the workshops, you will practice strategies learned in lectures, deepen your knowledge of reading, critical thinking, and writing, perform peer reviews, and participate in discussions about the readings and films. Often, you will share work with your classmates. Your exercises and assignments are due at the beginning of your workshop, and you must actively read the assigned texts before the lecture and your workshop. Needless to say, your attendance at workshops is essential.

Assignments
Portfolios
You will complete exercises and drafts over the year that will help you complete the finished assignments. You must complete all the exercises and/or drafts to receive a grade for the final assignment. You must keep all exercises and drafts in a portfolio and hand in all work to date with each assignment.
There are no exceptions to the portfolio requirements.

Exercises, drafts, and assignments are due at the beginning of your weekly tutorial to your tutorial leader. Hard copies (print) are required. See “Housekeeping” for formatting requirements.

Revisions
You may revise Portfolio 1 or Portfolio 2 and re-submit it with your original portfolio for that assignment. Substantial revision is necessary to receive a higher grade. The final assignment grade will be the average of the original grade and the revision grade, so long as that average is higher than the original grade. Revisions will not be accepted until the Winter term, and are due by March 15. You must hand in the entire original portfolio and your revision.

Due Dates and Late Penalty
All due dates are listed on the schedule. You may lose a grade per day for late final assignments. Speak to your tutorial leader if you have missed an exercise or cannot meet the final deadline for an assignment for valid reasons.

Absence from Class
If you know you are going to be absent for a workshop, be responsible; email your tutorial leader ahead of time and arrange to hand in the work. Legitimate reasons for absences include religious holidays, documented illness, and family emergencies. You must make arrangements with your workshop leader to complete work that you have missed.

Grading
1. Portfolio 1 (Familiar essay): 15%
2. Portfolio 2 (Film review): 15%
3. Portfolio 3 (Article): 25% (Oral pitch=5%; article=20%. Portfolio must include proposal and submission email)
4. Portfolio 4: Team project: 30%
   - team grade, 10% (presentation and report)
   - individual grade, 20% (10% individual presentation, 10% individual report section, team facilitator reports required but ungraded)
5. Workshop participation: 10%
6. Reflections on composing: 5% (due with each portfolio)

Standards:
All final written assignments must:

- Explore and develop an idea in a coherent, interesting way;
- Have a thoughtful beginning, middle, and end;
- Be grammatically correct; and
- Have a tone appropriate for the intended audience and context.

Assignments will be graded according to York’s grading system, but for clarity:

A work gives the reader a positive impression of excellence in all listed standards.
B work gives the reader a positive impression of general superiority in all listed standards.
C work is average in each standard.
D or F work is seriously deficient in one or more of the listed standards.

Required Online Tutorial Completion
You are required to complete two online tutorials, the Library Research Roadmap Tutorial and the Academic Integrity Tutorial. Access these tutorials by visiting the Library page on York’s website. At the end of each on-line tutorial, you will be asked to enter your library card number and your tutorial number to register that you have completed the online material. You must print the final page of each tutorial showing that you have obtained 100% and hand them in during your second tutorial.

The Library Research Roadmap is a self-paced tutorial designed to lead you through the basic steps of the research process in preparation for writing essays. The tutorial is interactive and takes about 20 minutes to complete. A 10 minute quiz at the end checks to see if you have assimilated the information.

The Academic Integrity Tutorial features York’s policy and procedures on academic honesty. The tutorial includes a self-test that allows you to gauge how well you understand the issues covered. The tutorial and quiz can be completed in 30-40 minutes. Plagiarism is a serious academic offence, so take the Academic Integrity Tutorial seriously.

Writing Centre Support
The Faculty of Liberal Arts and Professional Studies offers individual writing tutoring for students wishing to improve their critical thinking, reading, and writing abilities. To enrol, go to: www.yorku.ca/laps/writ/centre
You will be assigned an individual tutor and will then be able to book appointments online.

A Few Words About Format and Housekeeping:
Exercises and drafts of your written assignments must be word processed and double-spaced with 1.25 inch margins on the left, 1 inch margins elsewhere, stapled or paper-clipped. Use standard Times Roman 12 point type. Final versions of work must be printed on one side of the page only. You will often need to provide copies of your work for your classmates.
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Reading and Assignment Schedule

NOTES: The schedule of readings is subject to change. All readings are on Moodle unless otherwise noted. Exercise descriptions are also on Moodle. You must read the description before starting the exercise.

Fall Term

Week 1, September 9: Writing for Life
All tutorials run this week.

Week 2, September 16: Scenes, Evidence, Composing Styles
Readings:
Stephanie Chen, “Envisioning Vision”
Terry Tempest Williams, “Why I Write”
Mark Doty, “Souls on Ice”

Week 3, September 23: Sources, Movement
DUE in Tutorial: Ex 1.1, Scene
Readings:
Lisa Ede, “Types of Composers”
Henet, “Incidental Trees”
Orwell, “Why I Write”
Didion, “Why I Write”

Week 4, September 30: Thought-Reflection; Towards Essay
DUE: Ex 1.2, Adding a Source
Readings:
Michelle Sui, “Test Flight”
Gloria Anzaldua, “Speaking in Tongues”

Choose ONE of the following texts to use for Exercise 1.2
Gloria Anzaldúa, “Speaking in tongues: A letter to third world women writers”
James W. Corder, “Aching for a Self”
Joan Didion, “Why I Write”
Mark Doty, “Souls on Ice”
Ursula LeGuin, “Where Do You Get Your Ideas From?”
Alan Lightman, “The Art of Science”
V. S. Naipaul, “On Being a Writer”
George Orwell, “Why I Write”
Terry Tempest Williams, “Why I Write”
Amy Tan, “Mother Tongue”

**Week 5, October 7: Beginnings and endings; Plagiarism**
DUE: Ex. 1.3
Readings:
Jim W. Corder, “Aching for a Self”
Have available Chen, Henet, Sui

**Week 6, October 14: Revising as reshaping; building towards idea.**
DUE: Draft 1. Bring 4 copies to your tutorial. You may use any of the readings listed so far this term EXCEPT Ede and Somers.
Readings:
Ursula LeGuin, “Where Do You Get Your Ideas From?”
V. S. Naipaul, “On Being a Writer”

**Week 7, October 21: Proofreading; Resumes and Interviews: getting the job**
DUE: Portfolio 1, which must include: Composing Reflection 1, Final Version of essay, peer reviewed drafts, all exercises.
No readings this week.

**Week 8, October 28: Reading Film Part I**
CO-CURRICULAR DAYS OCT 29-NOV 2
LECTURE RUNS, BUT NO TUTORIALS THIS WEEK

**Week 9, November 4: Reading Film Part II**
No work due this week.
Readings:
Goulish, “The Art of Criticism”
Ede & Lunsford, “Audience Addressed, Audience Invoked”
Reviews for *War Horse, Grand Budapest Hotel*
Viewings: Choose and watch ONE of the following films at least twice:
*Stories We Tell*
*A Separation*
*Life of Pi*

**Week 10, November 11: Choosing a Source; Power, Language and Gender**
DUE: Ex 2.1
Readings:
Bourdieu, Excerpt from *Language and Symbolic Power*
Conan Doyle, “A Scandal in Bohemia”
**Week 11, November 18: Review of Movement, T-R, Idea; Reading Scripts**

DUE: Ex 2.2

*Readings:*
David French, *Of the Fields, Lately*

**Week 12, November 25: Reviewing Reviews; Writing Exams; Overview of Portfolio 3**

DUE: Draft of Film Review. Bring 4 copies to your tutorial.

**Week 13, December 2.**

NO LECTURE THIS WEEK, but TUTORIALS DO RUN

DUE in Tutorial: Portfolio 2, including Composing Reflection 2, Final Film Review, commented on drafts, all exercises.

**WINTER TERM 2015**

CLASSES BEGIN January 5th, 2015

**Week 1, January 6: Proposal writing; Portfolio 3**

*Readings:*
Two articles, TBA

**Week 2, Jan. 13: Audience and Analysis**

DUE: Exercise 2.1

*Readings:*
Bahktin, excerpt from *The Dialogic Imagination*
Two websites, TBA

**Week 3, Jan. 20: Pitching your piece: Significance, relevance, creativity**

*Viewings:*
Storytelllers; Youtube presentations TBA.

**Week 4, Jan. 27: Professional reviewing, professional acceptance**

DUE: Draft article EMAILED to your peer reviewers
DUE: Oral pitches I in tutorial

**Week 5, February 3: GUEST SPEAKER on professional writing experiences**

DUE: Peer Review comments emailed to your peers. Print the reviews you WROTE and add them to your portfolio.
DUE: Oral pitches II in tutorial

**Week 6, Feb. 10: Working with Teams I: Business Proposals**

Tuesday, February 10

DUE: Portfolio 3, including Composing Reflection 3, Submission email, final article, all commented on drafts, your reviews of others’ work, proposal.

*Readings:*
Case studies for team assignment, to be read in tutorial. Prepare to choose teams and case study.

**Reading Week: February 14th-20th – NO CLASSES**

**Week 7, Feb. 24: Progress Reports; Requesting interviews**
DUE: Team proposal
Team Facilitator I oral and written progress reports
*Readings:*
Working with Teams
Team Facilitators, Team Members
Reporting Progress

**Week 8, March 3: Conducting interviews; Using evidence**
DUE: INTERVIEW REQUESTS; Team Facilitator 2 oral and written progress reports
*Readings:*
Conducting Interviews
Designing Team Presentations

**Week 9, March 10: Designing Team Presentations**
DUE: Team Facilitator 3 oral and written progress reports
*Readings:*
Designing Team Presentations

**Week 10, March 17: Writing Collaborative Reports**
DUE: Team Facilitator 4 oral and written progress reports
Individual report sections DUE IN TUTORIAL
*Readings:*
Writing Team Reports

**Week 11, March 24: Managing Nerves; Managing Problems**
DUE: TEAM PRESENTATIONS

**Week 12, March 31: The Best of 1003; Course Evaluations; Towards the Future**
DUE: Team Reports (two copies); Composing reflection 4, team member evaluations.
*Note:* Tutorial 4 (Dunja’s tutorial) takes place on Monday, April 6. The university is closed for Good Friday on April 3.