

**Writing 1030G: Writing for Professional Success in Nursing**  
Winter 201

**Assignment Format**

Written assignments are to be typed, double

**Classroom Policies**

You will be expected to read all the chapters assigned from your textbook before coming to class. Your instructor will not summarize the reading, but will instead focus on salient issues arising from a particular chapter. In turn, you must participate in class and contribute your observations to the discussion. This is an active learning environment, so be prepared to engage with your instructor and your peers.

**E-mail Policy**

I respond to e-mails within 24 hours. If you have not heard from me in 48 hours, please resend your message. I do not check e-mail on the weekend.

**Scholastic Offences, including Plagiarism**

“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.uwo.ca/univsec/pdf/academ>

Students should also note that individual instructors are not permitted to receive medical documentation directly from a student, whether in support of an application for accommodation on medical grounds, or for other reasons (e.g. to explain an absence from class which may result in a grade penalty under an ‘Attendance’ policy in the course). **All** medical documentation **must** be submitted to the Academic Counselling office of a student’s home Faculty.

Students who are in emotional/mental distress should refer to MentalHealth@Western (<http://www.uwo.ca/uwocom/mentalhealth/>) for a complete list of options about how to obtain help.”

### **Special Requests: Special Examinations, Incomplete Standing, Aegrotat Standing**

Please refer to the “Information for All Students in a Writing Course” for more detailed information. Briefly, remember that your instructor does not have the discretion to initiate, consider, or grant (or not) such requests; you must go directly to the Dean’s office of your home faculty.

### **Class Meeting Schedule**

**Note:** Quiz dates are tentative and may change depending on how much material we have (or have not yet) covered since the previous quiz. Quizzes will never be moved up—only back—and advance notice will be given if/when such a scheduling change occurs.

As a general point about electronic devices in the classroom, note as well that while laptops or tablets are certainly encouraged for note-taking purposes, **cell phones are not permitted to be at hand or anywhere in view during lecture**. All phones must be turned off and kept in knapsacks/purses until class has concluded.

<b>Date</b>	<b>Meeting focus</b>	<b>Readings</b>
Week 1	Introduction to the course/syllabus, Introduction to grammar basics: Word classes	<i>Canadian Writer's Handbook (CWH)</i> : Chapters 6 (all), 7a, 8a-d, 10-13 (all)

