



Department of English and Writing Studies

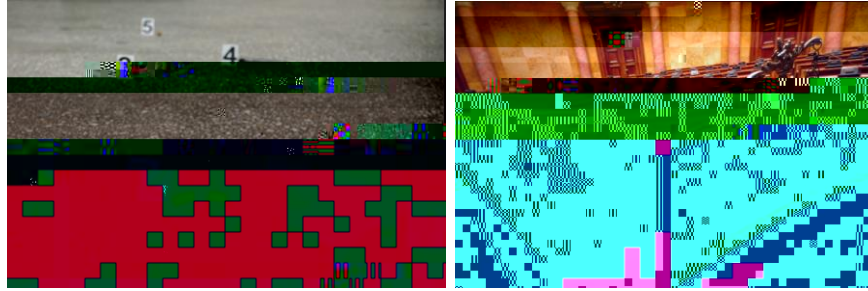
WESTERN UNIVERSITY
3221F: Crime Scene to Courtroom: Forensic Writing
Fall 2020

Section: 001 Location: Online Only

Class hours: Asynchronous

Instructor: Dr. Michael Arntfield

www.michaelarntfield.com



Tentative Course Schedule

Part I: The Fundamentals of Forensic Writing

Week 1: The Forensic Age in Perspective

Read Arntfield & Gorman, pages 3-46

Week 2

Assignment Format

All assignments are to be typed, using 12 point font unless otherwise specified. All assignments must have your name, course name, section number, and the professor's name on the first page. When using sources in a paper, you will be expected to follow MLA, APA, or CMS standards for documentation, detailed in *The Brief Penguin Handbook* sections 22, 23, 24, and 25.

Assignment Deadlines

Assignments are due via OWL by 4:30 p.m. on the date specified on the schedule. Late essays will be penalized at the rate of 5% per day, including weekends, unless I've granted an extension at least 72 hours in advance and in writing. A "day" runs from 4:30 p.m. to 4:30 p.m. You must apply for extensions, via self-reporting, no less than a week ahead of the due date. I don't like to penalize late assignments; however, since the purpose of this course is to prepare you for a career in writing, you need to know that deadlines are not a matter of negotiation. For these reasons, all assignments will be due on the date specified barring some catastrophic event. Following any other policy would be an injustice to you as a future writer.

N.B.: NO ASSIGNMENTS WILL BE ACCEPTED AFTER THE TERM ENDS AT 4:30 P.M. ON DECEMBER 9, 2020.

How to Submit Assignments

Assignments are due via OWL no later than 4:30 p.m. on the date specified on the schedule. Late assignments will be penalized at the rate of 5% per day unless I have granted you an extension, as explained in the previous section. Note that assignments submitted after 4:30 p.m. (the end of the "business day") are graded as though they are received the day after they are uploaded.

Hard copies of assignments are not currently being accepted via the drop-box. Further, do not:

- fax assignments
- e-mail assignments

Also, be aware that **you are responsible for keeping copies of all assignments submitted.**

Attendance policies

~~Attendance at class is required to improve as a writer. A ledger is circulated in each class requiring that students confirm their attendance in writing for tracking attendance and punctuality. Regular attendance is expected and simply signing the register in each class will not ensure a strong class work grade on its own. Regular and impassioned participation in class discussions and workshops is your best method to excel in this area of the grading rubric. Here is the Writing Studies attendance policy in this class:~~

- ~~— You may miss up to three hours (the equivalent of one week of class) of class meetings during the term without explanation. That means that the first three class hours you miss will be recorded as absences but *excused provided you don't miss any more.*~~
- ~~— However, if you miss a total of four to nine class hours (the equivalent of up to three full weeks of class), your final grade will be reduced by 10% (e.g. an earned final grade of 80% will be reported as a final grade of 72).~~

~~—If you miss a total of more than nine hours of class meetings (the equivalent of more than three weeks of class meetings) your final grade will be reduced by 15% (e.g. an earned final grade of 80% will be reported as a final grade of 68).~~

~~This policy will be waived only for medical or compassionate reasons. If you have good reasons for waiving an absence of one class meeting (e.g. if you've missed three hours, and need or want to miss another class meeting) discuss these reasons with your instructor within one week of that absence. If your absence is extended and prolonged (over one week of continuous non attendance), then you should discuss it with your academic advisor in your home faculty, who may require documentation. That advisor may then contact all of your instructors. See also: 'Medical Accommodation Policy' to follow.~~

~~**Note:** Absences from classes reserved for peer review workshops will not only affect your final attendance/participation grade but will have the incur the additional penalty of an immediate 10% deduction from any grade received on the final version of that same assignment. The peer review process is foundational to improving as a writer and is a core function of this course and the associated learning objectives and pedagogy. A failure to attend class on these dates not only undermines the ability for your assignment to receive feedback and proofreading services from your colleagues but also disrupts this process for the entire class.~~

~~**Attendance also extends to tardiness.** If you are more than 20 minutes late, you will be penalized an hour of attendance. Please make every effort to be on time as late entry can disrupt the flow of discussion in our class. Early departures from class, which have not been previously arranged with the instructor, will also be counted as an absence. If you leave during the break, you will be docketed an hour of attendance.~~

Scholastic Offences, including Plagiarism

The University Senate requires the following statements, and Web site references, to appear on course outlines:

“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/handbook/appeals/scholoff.pdf>.”

Students must write their essays and assignments in their own words. Whenever students take an idea, or a passage of text from an

licensing agreement currently between The University of Western Ontario and Turnitin.com (<http://www.turnitin.com>).”

Note: In this course you will be required to submit an electronic copy of the final version of each of your essays

Prerequisites

The University Senate requires the following statement to appear on course outlines:

“Students are responsible for ensuring that their selection of courses for ensuring that their selection of courses is appropriate and accurately recorded and that all course prerequisites have been successfully completed, and that they are aware of any prerequisite course(s) that they have taken. If the student does not have the requisites for a course, the University reserves the right to remove the student from the course and to delete it from the student’s record. This decision may not be appealed. A student will receive no adjustment to his or her fees in the event that he or she is dropped from a course for failing to have the necessary prerequisites.”

Accommodation Policy

Note: the official Western Accommodation Policy appears below. This is in effect, but may be modified temporarily by the university during the academic year as conditions change.

Students with disabilities work with Accessible Education (formerly SSD) which provides recommendations for accommodation based on medical documentation or psychological and

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Students should also note that