

-Cultural
Assignment Prompts page)

(see link on

Instructor postings on section Sakai site.

Course Requirements and Grade Allocations

Diagnostic Paper: Audience Analysis (up to 500 words)	Ungraded
Assignment #1: Negative Message with positive emphasis (up to 1000 words)	20%
Assignment #2: Persuasive Message with visual (up to 1200 words)	25%
Assignment #3: Formal Report (up to 1250 words, excluding front and back matter)	40%
Sentence Grammar/Structure Test (online on Owl site)	15%

Course Policies

Assignment Format

All assignments are to be typed and double-spaced, and must have your name, course name,

particularly unnecessary for online submissions. When using sources in a paper, you will be expected to follow MLA, APA, or Chicago citation practice. See text (Locker/Findlay), pages 238 245.

Submitting Assignments

Assignments are due on the dates specified in the syllabus. Late papers **will be penalized at 2.5% per day unless** I have permitted an extension of the due date. You must contact me ahead of time for an extension and provide a suitable reason (*see also the section 'Medical Accommodation Policy'* w , so assignments for a particular week are due by Friday (mid)night, Eastern Standard Time **unless otherwise stated**.

Important: you are responsible for keeping a copy of all assignments you submit.

Procedure for Assignment Submission

Under policies adopted by Writing Studies, final drafts of all assignments in 2100-level writing courses must be submitted through Turnitin.com (see **Scholastic Offences, including Plagiarism** below). Consequently, you will find Turnitin submission links for each of Assignments 1 to 4. You will upload your final version of each assignment through its link, **as a single Word (.doc or .docx extension) file**,* titled to identify you as author. Your graded assignment, with comments, will be returned to you in the same format, through Sakai.

*Note:

your original uploaded Word file; typically any formatting errors etc. which show in the

Attendance/Participation (Please note posting requirements)

attendance and participation on the Discussion Board are intertwined. While Distance Studies classes are generally asynchronous, they are not correspondence or self-paced. You must attend class (defined as logging into our Sakai section) and participate by introducing yourself, and posting questions and thoughts during the first week, and by posting (by participating in a given set discussion topic) in subsequent weeks where there is a Discussion topic as indicated on this syllabus. This means at least three separate posts during each of those weeks (a week is defined *for this purpose* as running from Monday to Sunday), **at least one of which must be a reply/response to another student**. Extended absences, defined as a failure to post into the Sakai classroom for more than five consecutive days, must be coordinated with the instructor.

Postings on the Discussion Board must have the following characteristics:

- Must contribute something meaningful to the Board;
- Must support your opinion with sufficient reasons or evidence;
- Must display good grammar and organization.

Postings should not:

- Contain disrespectful, insulting, or offensive language;
- Be excessively long or excessively short;

Note

instructors by email within 24 hours of the end of the period of the self-reported absence.

To learn how analyze potential audiences for a message;

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reasonable and fair tax assessments that are required for providing an

Unit/Week Four (February 1 to 7)

Unit/Week Six (February 22 to 28)

The Toulmin model of rhetorical argument
The distinction between the formal validity of an argument and its persuasiveness in a more general sense
The importance of assumptions shared by the sender and receiver of a (persuasive) message

**Read: Locker/Findlay, Chapter 9
Fitness (pdfs); Assignment Case
course Book**

Assignment #3: (Formal Report, research based. Approximately 1250 words excluding front and back matter/40%) due end of term last day of classes or as directed by your instructor

Discussion Topic: Your aim in TeknoSport would be to construct an argument (a case) in which you use reasons and data to support a Claim. Your Claim is that the STP should be retained, in at least more or less its present form. Your Warrant for this Claim will involve some assumptions you need to define, and that you can reasonably expect Karvinen to share with you. What might these Warrants look like?

Unit/Week Nine (March 15 to 21)

Overview of Issues in Cross-Cultural Communication; Brief Introduction to Assignment #3: Final Assignment: A Formal Report

Objectives:

Through readings, you should be familiar with the following topics:
The concept of
The importance of recognizing cultural variations
Cultural context as part of the rhetorical context of any message
- or low-context
The importance of a clear sense of

**Read: Locker/Findlay, Chapters 5, 10, and 11; and Assignment 3 Case:
-Cultural Negotiation: Americans Negotiating a Contract in
China (purchase direct from The Case Centre; see link on
Assignment Prompts page)**

***Assignment #2 submission due by 11:55 p.m. Sunday Week 9**

Unit/Week Ten (March 22 to 28)

Writing Proposals and Reports

Objectives:

readings, you should be familiar with the

following topics:

General rhetorical considerations for writing formal reports

The difference between causation and correlation

Patterns of organization common in formal reports

Stylistic expectations in formal reports

The individual components of a formal report

Read: Locker/Findlay, Chapters 10 and 11; Assignment Case: -

***Week Twelve**

Deadline for submission of Assignment #3 is 11:55 p.m. on Friday April 16th unless you have secured formal academic consideration or accommodation.