



COURSE TITLE: Literature before 1700			
Course Number	ENGL 305	FALL 2020	
Faculty / Department	Faculty of Arts/Department of English		
Instructor Name	Dr. J. McKenney	Email	mckennej@ucalgary.ca
Instructor Email Policy	Emails received during the week will generally be replied to within 48 hours. Please note that I do not guarantee a response after business hours, on the weekend, or within 24 hours of an assignment due date. If I have not replied within these windows, please verify that your email poses a question not answered elsewhere in the course documents and that it meets the expectations of professional correspondence. Do not hesitate to resend if your enquiry meets these tests.		
Office Location	N/A	Telephone No:	N/A
Office Hours	Thursdays 11-12 or by appointment		
Class Dates/Times/Location	Asynchronous lectures will be posted weekly on D2L on Mondays (usually); Seminars will meet synchronously via Zoom on Wednesdays 3:30-4:30		

GATs:

Seminar 01 Hannah Anderson	hannah.anderson@ucalgary.ca
Seminar 02 John MacPherson	john.macpherson@ucalgary.ca
Seminar 03 Jeremy Blunt	jeremy.blunt1@ucalgary.ca
Seminar 04 Stephen Bauhart	stephen.bauhart@ucalgary.ca
Seminar 05 Hebe Tocci Marin	hebe.toccimarin@ucalgary.ca

Course description:

A survey of representative works of literature in English from the Middle Ages through 1700.

The prerequisites for this course: 6 units of courses labelled English.

Course Learning Outcomes:

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

1. Identify a variety of early literary forms in works to 1700
2. Distinguish and evaluate metrical forms and common literary figures in early poetry
3. Gain an appreciation for how literature reflects and sometimes resists cultural, institutional, social, and religious norms
4. Create an argument about a literary text informed by historical contexts and the relationship between form and meaning

Required Texts for Purchase:

- Anonymous, *Beowulf*, Trans. R.M. Liuzza, Broadview Press
- Aphra Behn, *Oroonoko*, Ed. Tiffany Potter, Broadview Press
- Aphra Behn, *The Rover*, Ed. Anne Russell, Broadview Press

Electronic Texts:

- William Shakespeare, *The Tempest*, Folger Library Edition: <https://www.folger.edu/tempest>
- John Milton, *Paradise Lost*, Book I, ed. Thomas Luxon, *John Milton Reading Room*, http://www.dartmouth.edu/~milton/reading_room/pl/book_1/text.shtml

Additional works of poetry will be provided through D2L link. These may include poems by authors such as Edmund Spenser, William Shakespeare, John Donne, Mary Wroth, Æmilia Lanyer, Anne Bradstreet, and Katherine Philips

Learning Technology and Requirements:

The course D2L site will be the organizational hub for this course. You are responsible for checking the site regularly for announcements and any changes to the schedule.

As per the University's policy, in order to ensure that students can engage successfully in the learning experiences of online or hybrid courses, students will need to have reliable access to the following:

- A computer with a supported operating system, as well as the latest security, and malware updates;
- A current and updated web browser;
- Webcam/Camera (built-in or external);
- Microphone and speaker (built-in or external), or headset with microphone;
- Current antivirus and/or firewall software enabled;
- Stable internet connection

Assignments and Evaluation:

1. Engagement Portfolio (10 participation exercises keyed to class readings and seminar activities): 15%
2. Mini Essays (4 x 3 pages): First Essay (10%); Essays Two to Four (3 x 15%)
3. Summative Final Reflection Project (Take Home): 30%

Please note the following:

- **There is no registrar scheduled final exam in this course. The final assessment for this course will be completed at home.**
- **There are no extra-credit assignments for this course.**
- **Students must complete the Summative Final Reflection Project to pass the course.**

Additional Regulations:

- Late assignments may be penalized one third of a letter grade for each business day late (e.g. A+ becomes an A). Late assignments may not be accepted after three days without the previous permission of the instructor).
- All assignments must be uploaded to the appropriate D2L Dropbox in the format and at the time specified. No email submissions will be accepted as a substitute.

Engagement Portfolio: Throughout the course, students will have ten opportunities to complete activities demonstrating their level of engagement with course readings and/or seminar activities. These activities may include reading quizzes based on the assigned readings. Participation activities will have specific due dates: some may be posted online and some may take place in the zoom seminars. No make-up tasks will be administered as these are timed to coincide with the class reading schedule. These activities will be assessed as credit plus/credit/no credit assignments. **Satisfactory completion is required for credit and threshold grades will be identified in the case of reading quizzes to establish the basis of satisfactory completion (e.g. 3/5 to receive credit; 5/5 to receive credit plus designation). The credit plus designation is reserved for exemplary work that goes above and beyond course level expectation.** Grades for this course component will be allocated based on the following scheme:

1. Satisfactorily complete 10, and receive a credit plus designation on at least 5 of the assignments, for an A on this course component (calculated at 87%)
2. Satisfactorily complete 9, and receive a credit plus designation on at least 3 of the assignments, for an A- on this course component (calculated at 82%)
3. Satisfactorily complete 9 for a B+ on this course component (calculated at 78%)
4. Satisfactorily complete 8 for a B on this course component (calculated at 75%)
5. Satisfactorily complete 7 for a C+ on this course component (calculated at 68%)
6. Satisfactorily complete 6 for a C on this course component (calculated at 65%)
7. Satisfactorily complete 5 for a D on this course component (calculated at 52%)
8. Students completing fewer than 5 participation activities will receive an F on this course component

Grading System:

Essays and the final summative project will use the following grading scale. Assignments will be given a letter grade; D2L then converts these grade to a numerical value keyed to the midpoint of the corresponding percentage range (C+, for instance, is calculated at 68%).

90 + %	A+	4.0	67 – 69 %	C+	2.3
85 – 89 %	A	4.0	64 – 66 %	C	2.0
80 – 84 %	A–	3.7	60 – 63 %	C–	1.7
77 – 79 %	B+	3.3	55 – 59 %	D+	1.3
74 – 76 %	B	3.0	50 – 54 %	D	1.0
70 – 73 %	B–	2.7	0 – 49 %	F	0

Although the A+ is solely an honorific that entails no additional points in the 4-point system, the course instructor will employ this mark to distinguish superlative work that exceeds expectations in style, correctness, intellectual depth and breadth, sophistication, and originality

Academic Honesty:

All assignments completed for this course must be solely the work of the student; specifically, the ideas, the research, the writing, and the editing **must be the work only of the student**. There are no collaborative assignments in this course and no outside assistance is permitted. All published or on-line sources consulted must be documented fully in the Works Cited section of each assignment.

By submitting an assignment on D2L you are deemed to have read and complied with this statement of Academic Honesty, as well as with all the University's policies on academic integrity and plagiarism. Please see the below information for additional details of what constitutes academic misconduct and plagiarism. Please also review the information about plagiarism included on the course syllabus posted on D2L.

<https://www.ucalgary.ca/policies/files/policies/student-academic-misconduct-policy.pdf>

c) **Academic Misconduct** means any Student behavior which compromises proper assessment of a Student's Academic Activities and includes:

- i. Cheating
- ii. Fabrication
- iii. Falsification
- iv. Plagiarism
- v. Unauthorized Assistance
- vi. failure to comply with an Instructor's expectations regarding conduct required of Students completing academic assessments in their courses
- vii. failure to comply with exam regulations applied by the Registrar.

Plagiarism:

Using any source whatsoever without clearly documenting it is a serious academic offense. Consequences include failure on the assignment, failure in the course and possible suspension or expulsion from the university. Please refer to the following information and make sure you are familiar with the statement below on plagiarism.

<http://www.ucalgary.ca/pubs/calendar/current/k-5.html>

Code of Conduct:

Students, employees, and academic staff are also expected to demonstrate behaviour in class that promotes and maintains a positive and productive learning environment. As members of the University community, students, employees, and academic staff are expected to demonstrate conduct that is consistent with the University of Calgary Calendar, the Code of Conduct and Non-Academic Misconduct policy and procedures, which can be found at:

<http://www.ucalgary.ca/pubs/calendar/current/k.html>

Course Materials and Intellectual Property:

Please note that all lecture materials, whether on Yuja, Zoom, or Powerpoints is the intellectual property of the instructor and circulation of these materials beyond D2L and the virtual classroom is prohibited without the permission of the instructor.

University Zoom Policies:

To help ensure Zoom sessions are private, do not share the Zoom link or password with others, or on any social media platforms. Zoom links and passwords are only intended for students registered in the course. Zoom recordings and materials presented in Zoom, including any teaching materials, must not be shared, distributed or published without the instructor's permission.

The use of video conferencing programs relies on participants to act ethically, honestly and with integrity; and in accordance with the principles of fairness, good faith, and respect (as per the **Code of Conduct**). When entering Zoom or other video conferencing sessions (such as MS Teams), you play a role in helping create an effective, safe and respectful learning environment. Please be mindful of how your behaviour in these sessions may affect others. Participants are required to use names officially associated with their UCID (legal or preferred names listed in the Student Centre) when engaging in these activities. Instructors/moderators can remove those whose names do not appear on class rosters. Non-compliance may be investigated under relevant University of Calgary conduct policies

(e.g **Student Non-Academic Misconduct Policy**). If participants have difficulties complying with this requirement, they should email the instructor of the class explaining why, so the instructor may consider whether to grant an exception, and on what terms. For more information on how to get the most out of your zoom sessions visit: <https://elearn.ucalgary.ca/guidelines-for-zoom/> .

The instructors may record online Zoom class sessions for the purposes of supporting student learning in this class – such as making the recording available for review of the session or for students who miss a session. Students will be advised before the instructor initiates a recording of a Zoom session. These recordings will be used to support student learning only and will not be shared or used for any other purposes.

Classroom Environment: Our goal is to create an intellectually stimulating classroom where all people feel respected and safe to test new ideas. Our expectation is for students to interact collegially, with kindness, and in the spirit of mutual curiosity. That said, course instructors will put a pause on conversation if, at any time, the discussion is becoming uncivil, offensive, harmful, or substantively off topic. If you have concerns about the classroom environment please make an appointment with your seminar leader and/or the course instructor. **Students who have preferred names or forms of address (including non-gendered pronouns) are welcome to bring this to the attention of the instructor(s).**

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<http://www.ucalgary.ca/pubs/calendar/current/k-5.html>

Scribe and Muse Club for English Students:

The Scribe and Muse Reading and Writing Club (SMRWC) fosters and champions reading and writing through community service, leadership, and engagement. We strive to enhance the academic and social experience of undergraduate students by promoting academic excellence and interaction between students, faculty, and the community, through social, cultural, and academic events <http://english.ucalgary.ca/scribe-and-muse-english-club>.

Our email address is smecuofc@gmail.com.

English Department Website:

For more information about courses, programs, policies, events and contacts in the Department of English, please go to our website at <https://arts.ucalgary.ca/english>. Please note that the course outlines posted on the English Department website constitute the official course outline for purposes of appeals. Students should verify any hard copies against this posted version. For courses which employ numerical grades, the official departmental percentage to letter grade conversion scale is also posted on the department website.

Writing support:

The Student Success Centre offers both online and workshop writing support for U of C students.

<http://www.ucalgary.ca/ssc/writing-support>

Library and Research Support:

Melanie Boyd, Librarian for English, offers research support to students, including strategies for finding articles, books, and other library materials. Contact: maboymd@ucalgary.ca.

Find The English Pages research guide here:

https://library.ucalgary.ca/sb.php?subject_id=52619

Follow the Department of English on Facebook & Twitter:



Academic regulations and schedules:

Consult the Calendar for course information, university and faculty regulations, dates, deadlines and schedules, student, faculty and university rights and responsibilities. The homepage for the University Calendar is <http://www.ucalgary.ca/pubs/calendar/current/index.htm>

Grade appeals:

Consult the following University Calendar link and request advice from the English Department office, SS 1152. Please note that “mere dissatisfaction with a decision is not sufficient grounds for the appeal of a grade or other academic decision.”

<http://www.ucalgary.ca/pubs/calendar/current/i.html>

Deferral of term work and final examinations:

Should you require an extension for completion of term papers or assignments beyond the deadline of five days after the end of lectures, an Application of Deferment of Term Work form must be completed. The University also has regulations governing the deferral of final examinations. See Calendar:

<http://www.ucalgary.ca/pubs/calendar/current/g-6.html>

<http://www.ucalgary.ca/pubs/calendar/current/g-7.html>

Student Accommodations:

ACADEMIC ACCOMMODATIONS

The student accommodation policy can be found at: [ucalgary.ca/access/accommodations/policy](http://www.ucalgary.ca/access/accommodations/policy).

Students needing an Accommodation because of a Disability or medical condition should communicate this need to Student Accessibility Services in accordance with the Procedure for Accommodations for Students with Disabilities

[ucalgary.ca/policies/files/policies/student-accommodation-policy](http://www.ucalgary.ca/policies/files/policies/student-accommodation-policy).

Students needing an Accommodation based on a Protected Ground other than Disability, should communicate this need, preferably in writing, to the course instructor.

The full policy on Student Accommodations is available

at <http://www.ucalgary.ca/policies/files/policies/student-accommodation-policy.pdf>.

Emergency Evacuation/Assembly Points: <http://www.ucalgary.ca/emergencyplan/assemblypoints>

Freedom of Information and Protection of Privacy Act: <http://www.ucalgary.ca/legalservices/foip>

“Safewalk” Program:

Campus Security will escort individuals day or night: call 220-5333 for assistance. Use any campus phone, emergency phone or the yellow phone located at most parking lot pay booths. <http://www.ucalgary.ca/security/safewalk/>

Faculty of Arts Program Advising and Student Information Resources:

Have a question, but not sure where to start? The new Arts Students’ Centre (ASC) is your information resource for everything in Arts! Drop in at SS102, call us at 403-220-3580 or email us at ascarts@ucalgary.ca. You can also visit the Faculty of Arts website at <http://arts.ucalgary.ca/undergraduate> which has detailed information on common academic concerns.

*RESEARCH ETHICS (if applicable)

If a student is interested in undertaking an assignment that will involve collecting information from members of the public, they should speak with the course instructor and consult the CFREB Ethics

(<http://www.ucalgary.ca/research/researchers/ethics-compliance/cfreb>) before beginning the assignment.

*INSTRUCTOR’S INTELLECTUAL PROPERTY

Course materials created by instructors (including presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the instructor. These materials may NOT be reproduced, redistributed or copied without the explicit consent of the instructor. The posting of course materials to third party websites such as note-sharing sites without permission is prohibited. Sharing of extracts of these course materials with other students enrolled in the course at the same time may be allowed under fair dealing.

*FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

Student information will be collected in accordance with typical (or usual) classroom practice. Students' assignments will be accessible only by the authorized course faculty. Private information related to the individual student is treated with the utmost regard by the faculty at the University of Calgary.

*COPYRIGHT LEGISLATION

All students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright (<https://www.ucalgary.ca/policies/files/policies/acceptable-use-of-material-protected-by-copyright-policy.pdf>) and requirements of the copyright act (<https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html>) to ensure they are aware of the consequences of unauthorised sharing of course materials (including instructor notes, electronic versions of textbooks etc.). Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy

<https://www.ucalgary.ca/pubs/calendar/current/k.html>.

*MEDIA RECORDING (if applicable)

Please refer to the following statement on media recording of students: https://elearn.ucalgary.ca/wp-content/uploads/2020/05/Media-Recording-in-Learning-Environments-OSP_FINAL.pdf

*Media recording for lesson capture

The instructor may use media recordings to capture the delivery of a lecture. These recordings are intended to be used for lecture capture only and will not be used for any other purpose. Although the recording device will be fixed on the Instructor, in the event that incidental student participation is recorded, the instructor will ensure that any identifiable content (video or audio) is masked, or will seek consent to include the identifiable student content to making the content available on University approved platforms.

*Media recording for self-assessment of teaching practices

The instructor may use media recordings as a tool for self-assessment of their teaching practices. Although the recording device will be fixed on the instructor, it is possible that student participation in the course may be inadvertently captured. These recordings will be used for instructor self-assessment only and will not be used for any other purpose.

*Media recording for the assessment of student learning

The instructor may use media recordings as part of the assessment of students. This may include but is not limited to classroom discussions, presentations, clinical practice, or skills testing that occur during the course. These recordings will be used for student assessment purposes only and will not be shared or used for any other purpose.

SEXUAL VIOLENCE POLICY

The University recognizes that all members of the University Community should be able to learn, work, teach and live in an environment where they are free from harassment, discrimination, and violence. The University of Calgary's sexual violence policy guides us in how we respond to incidents of sexual violence, including supports available to those who have experienced or witnessed sexual violence, or those who are alleged to have committed sexual violence. It provides clear response procedures and timelines, defines complex concepts, and addresses incidents that occur off-campus in certain circumstances. Please see the policy available at <https://www.ucalgary.ca/policies/files/policies/sexual-violence-policy.pdf>

*OTHER IMPORTANT INFORMATION

Please visit the Registrar's website at: <https://www.ucalgary.ca/registrar/registration/course-outlines> for additional important information on the following:

Wellness and Mental Health Resources

Student Success

Student Ombuds Office

Student Union (SU) Information

Graduate Students' Association (GSA) Information

Emergency Evacuation/Assembly Points

Safewalk

Universal Student Ratings of Instruction (USRI):

"At the University of Calgary, feedback provided by students through the Universal Student Ratings of Instruction (USRI) survey provides valuable information to help with evaluating instruction, enhancing learning and teaching, and selecting courses (www.ucalgary.ca/usri). Your responses make a difference – please participate in USRI Surveys."

PLAGIARISM

Plagiarism is an extremely serious offence. Please read the following information carefully. The penalty routinely recommended by the English Department for documented plagiarism is failure of the course in which the offence occurred; academic probation is also routinely applied at the Faculty level. Suspension or expulsion can result from severe or repeated plagiarism.

The University Calendar states:

Plagiarism - Essentially plagiarism involves submitting or presenting work in a course as if it were the student's own work done expressly for that particular course when, in fact, it is not. Most commonly plagiarism exists when: the work submitted or presented was done, in whole or in part, by an individual other than the one submitting or presenting the work (this includes having another impersonate the student or otherwise substituting the work of another for one's own in an examination or test), parts of the work are taken from another source without reference to the original author, the whole work (e.g., an essay) is copied from another source, and/or, a student submits or presents work in one course which has also been submitted in another course (although it may be completely original with that student) without the knowledge of or prior agreement of the instructor involved.

While it is recognized that scholarly work often involves reference to the ideas, data and conclusions of other scholars, intellectual honesty requires that such references be explicitly and clearly noted.

Plagiarism occurs when direct quotations are taken from a source without specific acknowledgement, or when original ideas or data from the source are not acknowledged. Citing your sources in a bibliography is not enough, because a bibliography does not establish which parts of a student's work are taken from other sources. MLA (Modern Language Association) documentation or other recognized forms of citation must be used for this purpose. Advice on adequate documentation can be found at the following web sites:

<http://owl.english.purdue.edu/owl/resource/747/01/>

Students who are absent from class assessments (tests, participation activities, or other assignments) should inform their instructors as soon as possible. Instructors may request that evidence in the form of documentation be provided. If the reason provided for the absence is acceptable, instructors may decide that any arrangements made can take forms other than make-up tests or assignments. For example, the weight of a missed grade may be added to another assignment or test. For information on possible forms of documentation, including statutory declarations, please see <https://www.ucalgary.ca/pubs/calendar/current/m-1.html>.

DEPARTMENT OF ENGLISH STATEMENT ON PRINCIPLES OF CONDUCT

According to the University Calendar; <https://www.ucalgary.ca/pubs/calendar/current/k-2.html>

"The University of Calgary community has undertaken to be guided by the following statements of purpose and values: to promote free inquiry and debate, to act as a community of scholars, . . . , to respect, appreciate, and encourage diversity, [and] to display care and concern for community". The Department of English, like the university as a whole, is committed to a "positive and productive learning and working environment." This environment is characterized by appreciation and encouragement of diversity and respect for the dignity of all persons: students, support staff, and faculty. The department will not tolerate unacceptable behaviour, such as threatening gestures, threatening or abusive verbal or written communication (including e-mails), or any conduct that "seriously disrupts the lawful education and related activities of students and/or university staff". Any cases of such misconduct should be reported immediately to the department Head, who, depending on the nature and severity of the incident, may then take further appropriate action.

