

FACULTY OF ARTS  
DEPARTMENT OF ENGLISH  
COURSE OUTLINE

ENGLISH 340A/B-01

Fall 2015 & Winter 2016

**COURSE TITLE:** Foundations: Literature in English from the Middle Ages to the Present

**Instructor:** Dr. J. McKenney

Office: SS1030 and SS1152

Phone: (403) 220-6731

E-mail: mckennej@ucalgary.ca

Office hours: Thursdays 2:15-3:15 or by appointment

**Course description:** This course is an historical survey of English literature extending from the Old English period through the twenty-first century. Through a combination of lectures and discussion-based seminars, students will explore in this course the formation of genres and the connection between literature and its place and time of production. Students in this course will achieve a foundation in the major stylistic techniques, rhetorical figures, and formal concerns of literary texts across the centuries.

**Teaching Assistants:**

TA Coordinator: Jane Chamberlin

Seminar 1 Leader: Isabelle Groenhof (Seminar Room: ST055)

Seminar 2 Leader: Evan Gromel (Seminar Room: SS006)

Seminar 3 Leader: Richard Kemick (Seminar Room: SA107)

Seminar 4 Leader: Janice Parker (Seminar Room: SA109)

Seminar 5 Leader: Zachary Brewer (Seminar Room: SA235)

**Texts and readings:**

*The Broadview Anthology of British Literature: Compact Edition.* Ed. Joseph Black. Peterborough, ON.: Broadview, 2015.

Defoe, Daniel. *Moll Flanders.* Ed. Paul A. Scanlon. Peterborough, ON: Broadview Press, 2005.

Austen, Jane. *Emma.* Ed. Kristin Fliieger Samuelian. Peterborough, ON: Broadview Press, 2004.

Ishiguro, Kazuo. *Remains of the Day.* Knopf Canada, 2014.

☞ You will need the text in front of you in class each day, both for lecture and the discussion section. It is highly recommended that you use the editions indicated above, available from the university bookstore.

## Course Web Page:

Desire2 Learn, the University of Calgary's official learning management system, is accessible through the myUofC web portal. The website will have some of our readings, the grade book, and some useful web links. Students are responsible for checking the D2L website regularly for updates.

## Assignments and Evaluation:

### Fall Term:

- ❖ Seminar Exercises (a variety of activities including quizzes, writing exercises, recitations, and creative work): **50 points** (assessed on the best five produced during the term—no make ups administered)
- ❖ Philological Assignment: Unlocking Historical Language (750 words): **100 points**
- ❖ Poetry Explication: Tools for Examining the Formal Concerns of Poetry (750 words): **100 points**
- ❖ Registrar Scheduled Midterm Exam: **200 points**

### Winter Term:

- ❖ Seminar Exercises (a variety of activities including quizzes, writing exercises, recitations, and creative work): **50 points** (assessed on the best five produced during the term—no make ups administered)
- ❖ Historical Assignment, Or Reading Literary Texts alongside Historical Documents (750 words): **100 points**
- ❖ Research Paper: Using Secondary Sources (1500 words-2000 words): **200 points**
- ❖ Registrar Scheduled Final Exam: **200 points**

**⚠ Please note that the dates of tests are not negotiable. You are expected to be present except in cases of documented personal emergency or crisis. The two-hour registrar scheduled midterm in this course will take place during the fall exam period, December 11-22, 2015. The three-hour registrar scheduled final exam in this course will take place in the period April 16-27, 2016. The Final Exam will be OPEN BOOK.**

**⚠ Seminar exercises will be unannounced and the best five counted. In order to accommodate for absences, more than five exercises will be administered. No make ups will be offered.**

## Qualifying for a Passing Grade:

Please note: In order to qualify for a passing mark in the course, students must submit all formal writing assignments (with the exception of seminar exercises) and sit the midterm and final exam.

## Extra Credit:

Students with perfect attendance at the tutorial throughout the year (counted from the Add date of the course) will receive 25 additional points (or 2.5%) added to their final mark.

## Submission of Assignments:

All work (written and otherwise) is due in hard copy at the START of the lecture or seminar on the assignment due date. If you cannot be in class, please make arrangements to hand in your assignment early

or have a classmate hand in it for you. Please note that **electronic submissions will not be accepted**, even as proof of completion, unless electronic submission is required in the assignment details.

Alternately, you may take your assignments to SS1152 and place it in the drop-box before the due date. Your assignment will then be date-stamped and placed in your instructor's mailbox. Please keep a copy of your assignment in case of loss by any cause. **Assignments cannot be returned by staff in the Department office.**

No extensions will be granted for course work except in cases of illness or personal distress. **Late assignments will be penalized 1/3 of a letter grade for each business day late.** No assignments will be accepted three business days past the due date. Computer or printer malfunctions are not exceptions to the submission policy, so please plan accordingly.

**All assignments for this course are subject to an additional oral examination at the instructor's discretion.**

### **Grading system:**

The following grading system, based on the official departmental percentage to letter grade conversion, is used in this course:

Points	Letter	GPA
900– 1000 points	A+	4.0
850 – 899 points	A	4.0
800 – 849 points	A-	3.7
770 – 799 points	B+	3.3
740 – 769 points	B	3.0
700 – 739 points	B-	2.7
670 – 699 points	C+	2.3
640 – 669 points	C	2.0
600 – 639 points	C-	1.7
550 – 599 points	D+	1.3
500 – 549 points	D	1
000 – 499 points	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 expectation in style, correctness, intellectual depth and breadth, sophistication, and originality.

Under the point system, individual assignments are already weighted according to their contributing value towards your final mark. If you would like to get a sense of what letter grade you received on any particular assignment, divide the total number of points received by the total number of possible points to get a percentage that corresponds to the chart above (after adding a decimal point after the tens' place).

## Reaching Me and your Seminar Leader:

Academics are usually best reached by email. Students can expect to receive replies to email enquiries within 24 hours during the business week and 48 hours over the weekend. Please note that your instructors may not email after 5 p.m. or on the weekend. I also cannot guarantee that you will receive email replies within 48 hours of assignment due dates. Students should remember, also, that email is not a substitute for attending class or using regular office hours. Missed assignments will not be sent over email, nor should email be used to ask questions otherwise answered in class or on the course outline. Students are responsible for gathering their own notes on missed classes. I will not conduct tutorials by email. If you have not received a response to your email within the timelines specified above, consider whether your message lacks a clear question or the polish and politeness of a professional letter. If it passes muster, don't be shy about sending it again.

## Classroom Etiquette Notes:

☞ We all have busy and social lives. For the duration of both lecture and tutorial, however, your social and intellectual life should exist solely in the classroom. All electronic devices should be turned to silent as a courtesy both to the instructor and your peers. Laptops may be used to take notes, but students should refrain from playing games, surfing, or updating social media while in lecture. If you have special circumstances that require you to monitor your phone in silent mode, please notify the instructor and excuse yourself from the classroom when you have to take calls or respond to texts.

☞ This course is scheduled for one hour and fifteen minutes twice a week. Please schedule appointments and work shifts outside of lecture and tutorial hours.

☞ Video and/or audio recording of lecture or discussion is prohibited. Visual material from lecture will not be posted elsewhere or otherwise distributed.

☞ Our goal is to create an intellectually stimulating classroom where all people feel respected and safe to test new ideas. If, at any time, you have concerns about the classroom environment please make an appointment with the instructor. **Students who have preferred names or forms of address (including non-gendered pronouns) are welcome and encouraged to bring this to the attention of the instructor.**

## When You Are Unhappy with a Grade:

If you are unhappy with your grade on a paper, first make an appointment with your seminar leader to receive more feedback on your performance. If, after this step, you are still unclear about the assessment of your paper, you must write an email to the TA Coordinator (Jane Chamberlin) to set up an appointment to review the paper again. When you make an appointment with the TA Coordinator, you must attach a letter outlining your objections to the first assessment. If the matter is not resolved at this level, you may take the assignment to the Instructor of this course. Send an email to [mckennej@ucalgary.ca](mailto:mckennej@ucalgary.ca) with the essay and rationale for re-grading attached, copying your TA and the TA Coordinator. If the letter demonstrates sufficient grounds for the appeal, the instructor will re-grade the assignment. Your grade could be upheld, raised, or lowered. If you believe an error has been made in grading one of your reading quizzes, please bring the graded quiz to the instructor's office hours for a review. Other grading concerns should be

brought to the instructor or TA Coordinator during office hours. **Note: You must appeal all grades at the Instructor level before you proceed to the University appeal process.**

### **Plagiarism:**

I am compelled by university regulations (Calendar K.2.4) to report all cases of suspected plagiarism. Please read the attached note on plagiarism and see me if you have any questions about university policies on academic misconduct or how to avoid intellectual theft in your own writing. Ignorance of the rules of documentation is not an adequate defense against charges of academic misconduct.

Cases of **academic misconduct**, including plagiarism and cheating, will be referred to the Dean of Students as per University regulations. As per the University Calendar, Section K.1: Plagiarism involves submitting or presenting work as if it were the student's own work when it is not. Any ideas or materials taken from another source written, electronic, or oral must be fully and formally acknowledged.

1. **Plagiarism** includes but is not limited to:

- (a) 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),
- (b) Parts of the work are taken from another source without reference to the original author,
- (c) The whole work (e.g., an essay) is copied from another source, and/or,
- (d) 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 is an extremely serious academic offence.

2. **Cheating** is an extremely serious academic offence. Cheating at tests or examinations includes but is not limited to dishonest or attempted dishonest conduct such as speaking to other candidates or communicating with them under any circumstances whatsoever; bringing into the examination room any textbook, notebook, memorandum, other written material or mechanical or electronic device not authorized by the examiner; writing an examination or part of it, or consulting any person or materials outside the confines of the examination room without permission to do so, or leaving answer papers exposed to view, or persistent attempts to read other students' examination papers.

3. **Other Academic Misconduct** - Other academic misconduct includes, but is not limited to, tampering or attempts to tamper with examination scripts, class work, grades and/or class records; failure to abide by directions by an instructor regarding the individuality of work handed in; the acquisition, attempted acquisition, possession, and/or distribution of examination materials or information not authorized by the instructor; the impersonation of another student in an examination or other class assignment; the falsification or fabrication of clinical or laboratory reports; the non-authorized tape recording of lectures.

4. Any student who voluntarily and consciously aids another student in the commission of one of these offences is also guilty of academic misconduct.

**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-2-1.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.](http://english.ucalgary.ca/scribe-and-muse-english-club)

Our email address is [smecuofc@gmail.com](mailto: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 <http://english.ucalgary.ca>. 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>

**Guidelines on e-mail Etiquette:**

<http://www.enough.utoronto.ca/computeruse/eetiquette.htm>

**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: [maboyd@ucalgary.ca](mailto:maboyd@ucalgary.ca)

Find The English Pages research guide here: <http://libguides.ucalgary.ca/english>

**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:**

Students seeking an accommodation based on disability or medical concerns should contact Student Accessibility Services ; SAS will process the request and issue letters of accommodation to instructors. For additional information on support services and accommodations for students with disabilities, visit [www.ucalgary.ca/access/](http://www.ucalgary.ca/access/).

Students who require an accommodation in relation to their coursework based on a protected ground other than disability should communicate this need in writing to their Instructor.

The full policy on Student Accommodations is available

at [http://www.ucalgary.ca/policies/files/policies/student-accommodation-policy\\_0.pdf](http://www.ucalgary.ca/policies/files/policies/student-accommodation-policy_0.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](mailto: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.

For program planning and advice, contact the Student Success Centre (formerly the Undergraduate programs Office) at (403) 220-5881 or visit them in their new space on the 3<sup>rd</sup> Floor of the Taylor Family Digital Library.

For registration (add/drop/swap), paying fees and assistance with your Student Centre, contact Enrolment Services at (403) 210-ROCK [7625] or visit them at the MacKimmie Library Block.

**Contact for Students Union Representatives for the Faculty of Arts:**  
[arts1@su.ucalgary.ca](mailto:arts1@su.ucalgary.ca), [arts2@su.ucalgary.ca](mailto:arts2@su.ucalgary.ca), [arts3@su.ucalgary.ca](mailto:arts3@su.ucalgary.ca), [arts4@su.ucalgary.ca](mailto:arts4@su.ucalgary.ca)

**Contact for Students Ombudsman's Office:** <http://www.ucalgary.ca/provost/students/ombuds>

**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](http://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:

1. 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:

- (a) 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),
- (b) parts of the work are taken from another source without reference to the original author,
- (c) the whole work (e.g., an essay) is copied from another source, and/or,
- (d) 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://www.dianahacker.com/resdoc/>

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

## **DEPARTMENT OF ENGLISH STATEMENT ON PRINCIPLES OF CONDUCT**

According to the University Calendar, (<http://www.ucalgary.ca/pubs/calendar/current/j.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.