

Department of History
HIST 113 – Canadian Business History
Fall 2020

Course Activities and Assignments

Course Assessments and Grade Weighting

Assessment	Date of Evaluation	Weighting
Discussions – Participation	See Course Schedule for Due Dates for Discussions 5 Discussions X 5% each	25%
Content Questions (1-3)	See Course Schedule for Due Dates for each Content Question 3 X 15% each	45%
Major Thematic Question	December 4	30%
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Total		100%

Notes Pertaining to all Written Assessments:

Style and Grammar is important. You simply cannot get a good grade if your paper is difficult to read and your argument difficult to discern. I strongly recommend making an outline and writing your paper from the outline. Organization of your major points is crucial to presenting an effective argument.

Assistance with Writing – The Writing and Communication Centre:

The Writing and Communication Centre (WCC) works with students as they develop their ideas, draft, and revise. Writing and communication specialists offer individual support in planning assignments, synthesizing and citing research, organizing papers and reports, designing presentations and e-portfolios, and revising for clarity and coherence.

Message from the Writing and Communication Centre for Assistance during Fall 2020:

One-on-one and group appointments

The WCC is now running online one-on-one appointments to help students with all of their writing and communication needs! Online appointments are run through our online booking system, WCOOnline, and require headphones, a microphone, and either Firefox or Chrome browsers.

Virtual drop-in appointments

Can't get an appointment? Need help quickly? Our popular library drop-in service is now online! Students can book same-day virtual appointments with peer tutors through our online booking system, WCOOnline.

Citations: Citations to sources of information and interpretation are required in all academic writing and must be included in the written assignments in this course. Students can use any accepted style of citations (Chicago, MLA, APA) as long as citations are used consistently and correctly. Please use appropriate form and style. Style guides and guides on when to cite a source can be found on the university library website , under "Get Assignment and Research Help" and through the Writing and Communications Centre.

Citations have four purposes:

- * They indicate the source of "quotations".
- * Acknowledge the interpretations and ideas of others.
- * Provide authority for facts which might be challenged or result from the research of others.
- * Point to other sources or interpretations of the same topic

Discussions - Participation

As noted above, 5 Discussions will be held over the duration of the course. These Discussions will take place every two weeks and cover two modules per Discussion (see Course Schedule). Each student will have a Discussion with a group of approximately 8-10 other classmates. Students will be automatically enrolled in to a group for these Discussions. Students will be given a mark based on their participation for each of the 5 Discussions (each worth 5%). Thus, the grade will be calculated as $5\% \times 5 = 25\%$.

Preparation for the Discussions:

For each Discussion, students are expected to read and examine the readings, media and other course materials listed or linked for the two

modules under discussion. Each module has “themes and questions to consider” and students should think about or answer these “themes and questions” before the Discussion. The “themes and questions” will be the topics of the Discussions. Students are also welcome to add additional questions that they have about the subject matter to the Discussion if they wish.

Participation:

Students are expected to participate in the Discussion. A participation grade will be assigned at the end of each discussion based on two factors.

1) Active involvement in the discussion:

Each Discussion opens for comments starting on the Monday of the week that the Discussion is held. Students are expected to post a response to a minimum of two Discussion questions by the Wednesday of the week. Students are then expected to post a minimum of two responses to the posts of their group members by the Friday. See the Course Schedule for specific dates for each Discussion. The above level of participation will result in a Discussion grade of approximately 75% (ie. 3.7-3.8/5). Students are welcome and encouraged to post more than the above requirement which will result in a higher participation grade. High participation by all group members is beneficial to achieving the goal of Discussions which is to become a forum for the analysis and expression of ideas, and for understanding and integrating the information/ideas presented in all the components of the course.

Note: Students must post the minimum responses outlined above by the days/dates indicated. However, students are welcome to post additional thoughts up to the end of the week (Sunday 11:59 p.m.) and these posts will be counted to the participation grade.

2) The content of the students’ comments (posts to the Discussion):

Student participation (and the grade) will also be based on the extent to which student comments in the Discussion are based on having read and examined the materials and thought about the “themes and questions”. Despite this emphasis on the content of student comments, students are still encouraged to ask questions if they are uncertain about some course materials and/or topics as this can often encourage good discussion and analysis in the end.

Content Questions

Completion of 3 Content Questions. Following each Discussion, students are required to write a 3-page essay answering one of the questions that was examined during the Discussion. The question to be answered will be assigned by the Instructor. The due date for each Content Question is outlined in the Course Schedule. Each Content Question is worth 15%. Thus, the grade for this component will be calculated as $15\% \times 3 = 45\%$.

As noted above, students will complete three content questions based on Discussions 1, 2, and 3. In the week following the completion of the Discussion, students will be asked to answer one of the questions that was examined in the readings and other course materials and in the Discussion. The content question to be answered will be assigned by the Instructor and will be one of the "themes and questions to consider". The schedule for completing and submitting each content question is available in the Course Schedule.

For each content question, students will answer the assigned question in essay form. This means that the answer to the question must have a thesis (or a statement of the main points to follow) and must have points of argument that prove the thesis.

The answer to the question should be precisely 3-pages long (double-spaced, with a standard character size and font).

The answer must include material from the course readings, media and other materials assigned for the module from which the question comes.

Students are also welcome to use ideas and interpretations from the Discussion during which the question was examined. The above materials/sources must be used to support the points of argument.

(You can use additional sources that you have read or researched on your own if you wish but are not required to utilize additional sources beyond the course materials assigned for the relevant module).

Note that citations to sources of information must be included, including to ideas obtained from the Discussions. (See the comment on citations above).

Major Thematic Question

This final assignment will be given to the class by Week 10 and is due on December 4th. Students will be required to complete one essay question (from a choice of two assigned questions). The questions will be based on

major course themes or topics that have been studied throughout the term. Students will be expected to present an analytical answer supported by a coherent argument and evidence from the course materials (readings, materials and discussions). Essay answers will be in essay format with a clear thesis. Citations to sources of information must be included, including to ideas obtained from the Discussions. (See the comment on citations above).

Policy on Late Work

All written assignments are to be handed in, on the due date, to the dropbox on Learn by 11:59 p.m. Please see the Course Schedule for the due dates for each assignment. Electronic submissions, through email attachment, will not be accepted.

All course assignments are due on a Friday. Students are expected to submit by the Friday due date, however, students will be given until the Sunday (two days after the due date) to submit without late penalty. You do not need to contact the Instructor to inform her you will be submitting by the Sunday date. After the Sunday extension date, late papers will be penalized by 5% per day, for the first four days following the Sunday extension date. After the four days the late penalty is 2% per day. Late assignments must be submitted by the day on which the assignment grading is completed and results released to the class (approximately one week following the submission date). After this date, incomplete assignments will receive a grade of 0%.

Extensions beyond the Sunday extension date (without late penalty) will normally be granted only to students faced with extenuating circumstances (ie. illness) and may require documentation. Requests for extensions must be made to the Professor before the due date.

For all written assignments, please review the statement on Academic Integrity” in Important Course and University Policies.