

**EN 100 Introduction to Expository Writing
Chaminade University-(Caroline College and Pastoral Institute)**

Fall 2010

Meeting Days/Times: Monday, Tuesday, Wednesday, Thursday

1:00-1:50 p.m. (Cohort 1)

2:00-2:50 p.m. (Cohort 2)

Four Credits

INSTRUCTOR: Cecelia Hartmann
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OFFICE HOURS: MTWT 8:00-8:30; Saturday 12:30-4:30 or by
appointment for individual tutoring.

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CATALOG DESCRIPTION

The course is designed to provide a foundation for effective writing. Emphasis will be placed on grammar, paragraph, and essay organization. The course will offer practice in writing short essays. After successfully completing this course, the student will be prepared for EN101.

Required Activities

Supplementary writing improvement instruction will be conducted every Friday during normally scheduled class time unless otherwise announced

Supplementary Internet grammar and writing improvement practice exercises will be required at a minimum of three hours per week (See list of suggested websites)

Student Learning Outcomes

- To demonstrate the correct use of grammar, punctuation and mechanics in the various forms of written text
- To demonstrate the ability to edit written text
- To demonstrate understanding of and ability to use the steps of the writing process (different forms of prewriting, organizing ideas, drafting, revising and editing)
- To demonstrate ability to write coherent paragraphs in different patterns(examples, time order, cause and effect, comparison and contrast, persuasive)

- To demonstrate understanding of the parts of an essay and ability to write coherent thesis statements, essay introductions, body paragraphs, and conclusions.
- To demonstrate the ability to write short essays in the various rhetorical patterns(classification, process, examples, cause-effect, comparison-contrast, problem-solution, and persuasive) using correct organization, grammar and format
- To demonstrate the ability to write summaries, book reports, and reaction papers
- To demonstrate the ability to use computers and word processing software for written assignments.
- To demonstrate the ability to use the Internet as a source for development of English writing skills through practice activities available on educational websites.

Required Texts

80 Readings for Composition, (2nd ed.), David Munger ©2006, New York: Pearson-Longman.

Essentials of English Grammar (3rd ed.), L. Sue Baugh ©2005, New York: McGraw Hill

Any college-level dictionary

Supplementary Materials

Quest 3(2nd ed.)A reading and writing book, Pamela Hartmann and Laurie Blass, ©2007, New York: McGraw Hill

Course Tasks (Student Responsibilities)

- Attend class every day (Attendance and punctuality are essential to success in the course. Unexcused absences and tardiness will affect course grades)
- Maintain a portfolio(folder) containing all the work you do for this class
- Complete all homework and other assignments on time, including assignments on the Internet.(Late work must be arranged with the instructor)
- Use your time well (time management) in order to successfully complete the course
- Turn off all cell phones or other electronic devices during class
- Participate in class discussions
- Ask questions of your instructor inside class or outside to clarify questions in your mind or things you do not understand

- Work with other students to support and encourage one another
- Do not plagiarize. Plagiarism is presenting the work of another as your own. Check the General Catalog (online) or see your instructor for a handout. If you plagiarize you will not receive any credit for the work.
- All written assignments must be typed and double spaced

Required Coursework and Grading Breakdown

Attendance and Participation in Class.....	10%
Writer's Journal.....	04%
Adjective Journal.....	04%
The adjective journal requires a minimum of 20 new words per week. Each word must be presented with a definition and proper use in two sentences. All journal entries must be typed. See your instructor for clarification or a sample journal page.	
Portfolio.....	07%
Students are required to keep their work in a portfolio (folder) which I will check from time to time	
Quizzes and Tests.....	10%
In class exercises and homework.....	15%
Writing Assignments.....	20%
Compass Exam.....	30%

Grading

A = 90-100 (Outstanding)
 B = 80-89 (Superior work)
 C = 70-79 (Average grade, competent achievement)
 D = 60-69 (Lowest passing grade but not sufficient to meet the requirements)
 F = below 60 (Failure to meet minimum requirements, no credit given)

In order to pass En 100 a student must attain a C or higher grade and pass the COMPASS Test at a Chaminade University approved level

Proposed Schedule

Note: This schedule can be changed as necessary

Week 1

Course Readings

1. Essentials of English Grammar
Part 1 (1-44)
2. On Keeping a Notebook (Joan Didion)
3. On "On Keeping a Notebook" (Anne Johnson)

Discussion and Group Presentations

What are the main points of Didion's paper?
What is your reaction to the response essay by Anne Johnson?
What is the biggest problem you have with writing in English?

Class work

- **Grammar**

Parts of Speech
Noun plurals
Possessives
Personal pronouns
Subject-Verb Agreement

- **Writing**

The writing process (Prewriting, organizing, drafting, revising, and editing)
The parts of a paragraph and parts of an essay
Outlining an essay
Writing a 5 paragraph essay
Writing an examples essay

Written Assignments

1. Grammar exercises on nouns, personal pronouns and subject verb agreement
2. Choose two of the three topics and write short 5-paragraph examples essays (250 -300 words)-
 - Examples of superstitions in Chuuk
 - Examples of pollution in Chuuk
 - Examples of traditional customs in Chuuk
3. Short Essay (250 words) on effects of climate change in Chuuk or Micronesia and possible solutions to the problem (Cause/effect)
4. Begin work on adjective journal (minimum of 20 words per week)

Other Activities

Pretest- COMPASS PRACTICE TEST

Three hours of Internet practice on grammar and writing (See suggested websites)

Weekly Grammar Quiz

Week 2

Course Readings

1. Reread Essentials of Grammar Part 1
Pgs 1-44
2. The Perfect Paragraph (William Safire)

Discussion and Presentation

Major points of Safire's paper

What is another problem you have with English writing?

Class Work

• Grammar

Non count nouns

Indefinite pronouns

Antecedents

Subject-verb agreement

• Writing

Writing a thesis statement

Writing an essay introduction

Writing a 4 paragraph essay

Writing a compare/contrast paragraph/essay

Written Assignments

1. Choose 2 of the 4 topics and write 4-paragraph compare/contrast essays
 - Chuukese local food and imported food
 - Chuukese local medicine and imported medicine
 - Life in an island in Chuuk Lagoon and life on an outer island (outside the lagoon)
 - Life 50 years ago in Chuuk and life today
2. Write a short composition to compare/contrast Chief Seattle and Chief Joseph in their situations and/or personalities from what you read in En 91(1-2 pgs)
3. Continue work on adjective journal
4. Grammar exercises

Other Activities

Three hours of Internet practice on grammar and writing (See suggested websites)

Weekly Grammar Quiz

Week 3

Course Readings

Appendix C on Confusing Words(173-182)

Appendix A Principal Parts of Irregular verbs (167-168)

A First Look at Gobbledygook (John O'Hayre)

Discussion and Presentation

What are the main points of the O'Hayre article?

What is another problem you have with English writing?
 What are three things that can help you become a better writer?

Class Work

- **Grammar**

Verb tenses
 Irregular Verbs
 Active and Passive voice

- **Writing**

Review of the three patterns of organization in paragraph and essay writing (Examples ,cause/effect and comparison/contrast)

Written Assignments

Write a paragraph of 10 to 15 sentences in each of the three patterns-

- Examples- Health problems among people in Chuuk Micronesia today
- Cause/Effect- Causes of health problems today in Chuuk or Micronesia
- Comparison/Contrast- Diet or kinds of food people eat today as compared to the past diet of people in Chuuk or Micronesia
- Write a paragraph about the type of person you think Abraham Lincoln was (Based on En 91 readings)
- Write a paragraph about the type of person you think Martin Luther King was (Based on the En 91 readings)

Other Activities

Three hours of Internet practice on grammar and writing (See suggested websites)
 Weekly Grammar Quiz

Week 4

Course Readings

- 1.Essentials of English Grammar
 Part 2 Punctuation
 Pgs. 45-66
- 2.The Shellfish of Arey's Pond (Student Essay)

Discussion and Presentation

Reaction to the essay. What are the things that make it a good essay?

What is another problem you experience in English writing?

Class Work

- **Grammar and Mechanics**

Phrasal Verbs
 Problems in subject verb agreement

End punctuation

Comma use

- **Writing**

Relevant and irrelevant sentences in paragraphs and essays

Writing a 3-paragraph essay

Writing a character analysis essay

Written Assignments

1. Write a short 3-paragraph essay about a person you admire and give at least three characteristics that you admire in that person
2. Write a character analysis of Frederick Douglass based on his writing (1-2 pgs)
3. Continue work on adjective journal
4. Grammar and punctuation exercises

Other Activities

Three hours of Internet practice on grammar and writing (See suggested websites)

Weekly Grammar Quiz

Week 5

Course Readings

1. Essentials of English Grammar
Reread Punctuation (pgs. 45-66)
2. The Maker's Eye: Revising Your Own Manuscript (Donald M. Murray)

Discussion and Presentation

What did you learn from the reading that can help you in your writing?

Class Work

- **Grammar and Mechanics**

Review all forms of punctuation

Separable and inseparable phrasal verbs

- **Writing**

Writing a first draft

Revising a paper

Writing a process analysis essay

Written Assignments

1. Choose two of the topics and write short 3-paragraph process analysis essays (250 words)
 - How to prepare pounded breadfruit
 - How to prepare preserved breadfruit
 - How to prepare reef fish in coconut sauce
 - How to prepare pounded taro or bananas or tapioca in coconut sauce
2. Write a short paper answering the question: What kind of person was Anne Frank? (character analysis-1-2 pgs)

3.Continue work on adjective journal

4.Grammar and mechanics exercises

Other Activities

Three hours of Internet practice on grammar and writing (See suggested websites)

Weekly Grammar Quiz

Week 6

Course Readings

1.Essentials of English Grammar

Read Part 3 Sentences and Sentence Patterns

Pgs 67-76

2.Read Night in the Woods (Andrew Campbell) Student Essay

Discussion and Presentation

What did you like about this essay? What did you learn that can help you in your own writing?

Class Work

- **Grammar and Mechanics**

Sentence types

Sentence patterns

Sentence fragments

Dangling modifiers

- **Writing**

Proofreading and editing

Writing summaries

Writing a persuasive paragraph or essay

Written Assignments

1.Choose three of the topics and write persuasive paragraphs giving three reasons for your argument point for each paragraph You can either agree or disagree with the topic

- All students in Chuuk or FSM should wear uniforms
- Students in high schools and colleges in Chuuk or FSM should speak English only on campus
- Selling and drinking alcohol should be illegal in Chuuk or FSM.
- Students who graduate from eighth grade should be allowed to attend public high schools without taking an entrance test
- All teachers in FSM should have a four-year college degree
- HIV testing should be required for all people in Chuuk

2.Write a summary of To Build a Fire and include the major themes and your reaction to the story (2 pgs)

3.Continue work on adjective journal

4.Grammar and mechanics exercises

Other Activities

Three hours of Internet practice on grammar and writing (See suggested websites)
Weekly Grammar Quiz

Week 7

Course Readings

1. Essentials of English Grammar
Part 4 Capitalization and Numbers (Pgs 77-96)
2. Mandatory Aids Testing for Job Applicants -Student Essay

Discussion and Presentation

What is your reaction to the essay? What can you learn from the writer's style?

What are major problems you still have with English writing?

Class Work

- **Grammar and Mechanics**

Review of capitalization rules

Abbreviations and Numbers

Adjectives

Participles

- **Writing**

The importance of the concluding statement in an essay

Writing a persuasive essay in 5-paragraph format

Written Assignments

1. Choose one of the topics and write a persuasive essay (250 words)
 - Money is the most important value in life today (agree or disagree)
 - Dancing is important in Micronesian culture (agree or disagree)
 - Children in the FSM should be required to complete high school or attend school until they are 18 years of age (agree or disagree)
 - Micronesian local food is better than imported food (agree or disagree)
 - Micronesian local medicine is better than imported medicine
2. Write a composition answering the question: What are main points of Kennedy's Inaugural address? Which of those, if any, do you think are still important today and/or are valid for democracy here in the FSM? (1-2 pgs)
3. Continue work on adjective journal
4. Grammar and mechanics exercises

Other Activities

Three hours of Internet practice on grammar and writing (See suggested websites)
Weekly Grammar Quiz

Week 8**Course Readings**

1. Essentials of English Grammar
Capitalization, abbreviations and numbers (Pgs 97-113)
2. King's Way with Words (Cathrine Garaldi) Student Essay

Discussion and Presentation

Reaction to King's Way with Words

Class Work

- Grammar and Mechanics
Writing numbers
Review of abbreviations
Writing dates
- Writing

Revising

Editing and Proofreading

Writing narrative compositions

Written Assignments

1. Write a composition (1-2 pgs) describe what kind of person you are. Use words that describe your character
2. Write a narrative paragraph describing one of the happiest days of your life. (12-15 sentences)
3. Write a short composition summarizing what you learned from the article An Anthropological View of Religion (1-2 pgs)
4. Grammar and mechanics exercises
5. Continue work on adjective journal

Other Activities

Three hours of Internet practice on grammar and writing (See suggested websites)

Weekly Grammar Quiz

Week 9**Course Readings**

1. Essentials of English Grammar
Part 5 Spelling and Word Division
Read pgs. 115-136
2. The Third Row (Ashley Wagner) Student Essay

Discussion and Presentation

Reaction to the essay

Class Work

- Grammar and Mechanics
Prefixes, Suffixes and roots
Spelling Rules
- Writing

Problems in writing

Written Assignments

1. Grammar and mechanics exercises
2. If you had the power to do three things to solve problems in Chuuk what would you do to make Chuuk a better place? 5-paragraph essay (250 words)
3. Find any poem that you like and write a one page paper explaining why you like the poem and its meaning for you (Not the same poem as in En 91)
4. Continue work on adjective journal

Other Activities

Three hours of Internet practice on grammar and writing (See suggested websites)

Weekly Grammar Quiz

Week 10

Course Readings

1. Essentials of English Grammar
Part 5 Spelling and Word Division
Reread pgs. 115-136
Spelling Appendix Pg 185
2. Milestones (Aaliyah El-Amin) Student Essay

Discussion and Presentation

Reaction to the essay

Class Work

- **Grammar and Mechanics**
Prefixes, Suffixes and roots (continued)
Spelling Rules
- **Writing**

Problems in writing

Review of prewriting techniques

Written Assignments

1. Grammar and mechanics exercises
2. What are the major reasons why people attend college? Write a short essay and give reasons and examples.
3. Write a compare contrast paper on similarities and differences in childhood from the reading An American Childhood and childhood in Chuuk (1 pg)
4. Continue work on adjective journal

Other Activities

Three hours of Internet practice on grammar and writing (See suggested websites)

Weekly Grammar Quiz

Week 11

Course Readings

1. Essentials of English Grammar

Part 6 Sentences pgs 139-144

Spelling Appendix Pg 186

2. Bozo Revisited (Mark Gerrard) Student Essay

3. Hongkongers (quest 3)

Discussion and Presentation

Reaction to the essay

Superstitions in Chuuk

Class Work

- **Grammar and Writing**

Go over the reading from Essentials of English Grammar

Written Assignments

1. Write a Definition and Examples essay of three popular superstitions in Chuuk

2. Write a short essay (250 words) to answer the question-What effects do you expect to see on your island or in Chuuk if the climate changes happen? (cause/effect)

3. Continue work on adjective journal

Other Activities

Three hours of Internet practice on grammar and writing (See suggested websites)

Weekly Grammar Quiz

Week 12

Course Readings

1. Essentials of English Grammar

Part 7 Brevity 145-148

Spelling Appendix Pg 187

2. The edge of Extinction (Quest 3)

Discussion and Presentation

Analyze the Essay

Class Work

- **Grammar and Writing**

Go over the reading from Essentials of English Grammar

Written Assignments

1. Grammar and mechanics exercises

2. Write a short essay about your favorite Chuukese custom and why it is your favorite

3. Write a short essay explaining the major points presented in the documentary *An Inconvenient Truth* featuring Al Gore as narrator

4. Continue work on adjective journal

Other Activities

Three hours of Internet practice on grammar and writing (See suggested websites)

Weekly Grammar Quiz

Week 13**Course Readings**

1. Essentials of English Grammar
Brevity, Accuracy and Gender-Inclusive Language
Spelling Appendix Pg 188

Class Work

- **Grammar and Writing**

Go over the reading from Essentials of English Grammar
Commonly used idioms

Written Assignments

1. Grammar and mechanics exercises
2. Write a short essay about Christmas in Chuuk or your home islands
3. Write a short essay comparing and contrasting life for African-Americans in the times from the Emancipation Proclamation until Martin Luther King and how you expect it to be different with the election of an African-American president- Barack Obama (based on En 91 readings) (250 words)
4. Continue work on adjective journal

Other Activities

Three hours of Internet practice on grammar and writing (See suggested websites)

Weekly Grammar Quiz

Week 14**Class Work**

Comprehensive Review

Written Assignments

1. Write a character analysis of one of the major characters in The Whale Rider (1-2 pgs)
2. Complete the adjective journal
3. Write a composition explaining why you would like to continue your college education and how it can help you, your family and your islands if you complete your college education

Week 15**Class Work**

Comprehensive Review

Written Assignments

Write a short book report on the novel The Whale Rider (1 pg)

Other Activities

Final Exam

COMPASS Test

