

CHAMINADE UNIVERSITY OF HONOLULU

EN 101:
INTRODUCTION TO EXPOSITORY WRITING

PACE
WINTER 2014

SYLLABUS

Instructor: Justin Wyble
Office location: 206B Henry Hall
Office hours: MWF, 10:30-11:30; TTh, 11:30-1:00
Office telephone: (808) 739-8534
E-mail: justin.wyble@chaminade.edu

COURSE DESCRIPTION

Instruction and practice in writing, editing, and revising short narrative and expository essays. The course instructs the basics of organization and clear expression and use of Standard Edited American English.

The purpose of this course is to develop the critical reading, writing, and research skills essential for postsecondary academic scholarship. In this section of EN 101, we will read a number of essays organized around a series of rhetorical methods. You will be expected to critically engage with the ideas presented in these readings as you participate in class discussions and as you write your formal essays. My hope is that this course will prepare you for your academic future, as well as assist you in becoming a critically engaged and informed citizen who is committed to the building of a more just and peaceful world.

REQUIRED TEXTS

All readings will be made available via our course website.

STUDENT LEARNING OUTCOMES

1. To demonstrate the correct use of grammar, punctuation, word choice, mechanics, and sentence structure in a written text.
2. To demonstrate the ability to edit a text with grammar, punctuation, word choice, mechanics, and sentence structure errors.
3. To demonstrate paragraph and essay development in a written text.
 - To demonstrate thesis sentences.
 - To demonstrate topic sentences.
 - To demonstrate clear supporting examples for thesis sentences and topic sentences.

-To demonstrate logical and clear connections between topic/thesis sentences and supporting examples.

4. To demonstrate organizational development in a written text.
 - To demonstrate an effective introductory paragraph.
 - To demonstrate an effective concluding paragraph.
 - To demonstrate the use of transitions (internal/within a paragraph and external/between paragraphs) in a written text.

5. To identify and apply rhetorical techniques or modes (narration, example, description, definition, process, enumeration/chronology, classification, comparison and/or contrast, cause and/or effect, argument, and dialectical persuasion).
 - To demonstrate logical structure utilizing the rhetorical techniques.

COURSE REQUIREMENTS

Required Coursework

* You must complete and submit all essays and the final exam in order to be eligible for a passing grade in this course.

** You must earn at least a C (70%) in order to pass this course.

Essay 1	10%
Essay 2	10%
Essay 3	15%
Essay 4	20%
Essay 5	25%
Final Exam	10%
Participation (including participation in discussion forums, reading quizzes, informal writing assignments, peer-review workshops, etc.)	10%
TOTAL	100%

E-mail Communication

I check my email at least once a day Monday through Friday. Please allow up to 24 hours for my response to your email.

Participation / Attendance

Since this is an online class, students are required to regularly participate by posting comments to the discussion forums presented in the course outline. Each student's first posting should be a direct response to the discussion question itself; it should be an original response based on the student's individual understanding of the question. Follow-up postings should consist of reactions to other students' postings; students are expected to post at least one follow-up response for each week's discussion question. Students should keep in mind that the best responses often culminate in the assertion of further topical questions.

Participation in online discussions and submission of other assignments will constitute attendance in this class. Consequently, failure to regularly participate in discussions or submit assignments in a timely way will constitute absence. Because the online environment provides considerable latitude in terms of when and where attendance takes place, there is no distinction between in this course between excused and unexcused absence. All students are expected to participate in a timely way. The instructor reserves the right to penalize students for late submission of assignments. If extensions of due dates are necessary, students are advised to email the instructor prior to due dates in order to request extensions.

Consistent with University policies, students who do not participate in the course for two consecutive weeks may be administratively dropped from the course.

Final Exam

Each student is required to take a proctored final exam at the end of the course. Details to follow.

Academic Honesty

“Academic honesty is an essential aspect of all learning, scholarship, and research. It is one of the values regarded most highly by academic communities throughout the world. Violations of the principle of academic honesty are extremely serious and will not be tolerated.

Students are responsible for promoting academic honesty at Chaminade by not participating in any act of dishonesty and by reporting any incidence of academic dishonesty to an instructor or to a University official. Academic dishonesty may include theft of records or examinations, alteration of grades, and plagiarism.

Questions of academic dishonesty in a particular class are first reviewed by the instructor, who must make a report with recommendations to the Dean of the Academic Division. Punishment for academic dishonesty will be determined by the instructor and the Dean of the Academic Division and may range from an 'F' grade for the work in question to an 'F' for the course to suspension or dismissal from the University.”
(excerpted from the Undergraduate Catalog 2011-2012)

Accusations of Plagiarism or other forms of Academic Dishonesty

“Plagiarism is the offering of work of another as one's own. Plagiarism is a serious offense and may include, but is not limited to, the following:

- 1. Complete or partial copying directly from a published or unpublished source without proper acknowledgment to the author. Minor changes in wording or syntax are not sufficient to avoid charges of plagiarism. Proper acknowledgment of the source of a text is always mandatory.*
- 2. Paraphrasing the work of another without proper author acknowledgment.*
- 3. Submitting as one's own original work (however freely given or purchased) the original exam, research paper, manuscript, report, computer file, or other assignment that has been prepared by another individual.*

In the cases of alleged academic dishonesty (such as plagiarism, cheating, claiming work not done by the student, or lying) where a faculty member observes or discovers the dishonesty, the faculty members may choose to confront the student and handle the matter between the faculty member and the student, or the faculty member may choose to refer the incident to the Dean or Graduate Program Director. (If the Dean or the Director is the instructor in question, the concern should be directed to the Associate Provost; if the Associate Provost is the instructor in question, the concern should be directed to the Executive Vice President and Provost.) If the faculty member chooses to confront the situation and it is not satisfactorily resolved between the faculty member and the student, the matter may then be referred or appealed to the Dean or Director.

In either case, the Dean or Graduate Program Director may choose to resolve the matter through a meeting with both the student and the faculty member, or refer the matter to the Executive Vice President and Provost. The findings, in either case, are final.”
(excerpted from the Undergraduate Catalog 2011-2012)

To sum up, plagiarism and/or cheating is a serious offense which may result in an “F” grade for the work in question, an “F” for the course, and suspension or dismissal from the University.

Writing Standards

All work submitted by Chaminade University students is expected to meet the following writing standards:

1. Written assignments should use correctly the grammar, spelling, punctuation, and sentence structure of Standard Written English.
2. Written assignments should develop ideas, themes, and main points coherently and concisely.
3. Written assignments should adopt modes and styles appropriate to their purpose and audience.
4. Written assignments should be clear, complete, and effective.

5. Written assignments containing material and ideas drawing upon sources should carefully analyze and synthesize that material. In addition, the sources of the borrowed material must be correctly acknowledged to avoid plagiarism.

Grading Policy

- “A” Outstanding scholarship and an unusual degree of intellectual initiative (90-100).
- “B” Superior work done in a consistent and intellectual manner (80-89).
- “C” Average grade indicating competent grasp of subject matter (70-79).
- “D” Inferior work of the lowest passing grade, not satisfactory for fulfillment of prerequisite course work (60-69).
- “F” Failed to grasp minimum subject matter; no credit given (0-59).

Overview of Course Schedule

(subject to change)

Weeks 1-2: Narration

Weeks 3-4: Description

Weeks 5-6: Example / Division or Analysis

Weeks 7-8: Classification / Definition

Weeks 9-10: Comparison and Contrast

Weeks 11-12: Cause-and-Effect Analysis / Process Analysis

Weeks 13-15: Argument and Persuasion