

Chaminade University  
English 100/2  
Essentials of English Composition  
Fall Semester 1999

Instructor: Erin Kanehira  
Course Hours: Mondays, Wednesdays, Fridays  
| 10-10:50 am  
Course Location: Henry Hall 121  
Text: Ellsworth, Blanche and John A. Ellingson, English Simplified, 3<sup>rd</sup> edition

**Course Summary:** In an effort to prepare you for English 101, we will focus primarily on building writing skills and giving you practice in constructing essays.

**Course Requirements:**

Six papers:	One 1 page paper	weekly journal
	Four 2 page papers	grammar exercises
	One 3 page final paper	in-class writing assignments

**Policies:**

**Attendance**—As with any college course, attendance is extremely important to the learning process. Unexcused absences exceeding three class periods will affect the overall course grade. Tardiness is very disruptive to the class, so two tardies will equal an unexcused absence and therefore also affect the overall course grade.

**Late Papers**—Any paper not handed in at the beginning of class on the due date will be considered late. Late papers will be marked down by one grade increment (ex. from a B+ to a B) for each day late. Papers will not be accepted at all a week after the original due date. Come see me if you have a legitimate reason for needing an extension, but you must do so well in advance of the due date, not the night before. I am here to help you succeed, not make your life harder.

**Plagiarism**—Plagiarism is totally unacceptable and grounds for failure of the course. See your student handbook for the University's specific policies on plagiarism.

**Papers:** There will be five paper assignments. The first paper will be a short, one page paper about yourself. You will have freedom of choice about the style and topic, etc. The next four papers, two pages each, will follow specific guidelines. You will be more limited in the scope of these papers, writing one each of a narrative, descriptive, illustrative, and comparison contrast paper. There will also be a final, three page paper due **after** classes end. The format will be of your choosing. All papers must meet the length requirements and may exceed them. They must be typed, double-spaced, with a 12 point font and one inch margins.

**English 100 Lab:** The lab portion of this course is totally separate from this class. It has a separate grading system and a separate credit. Failure to pass the lab with a grade of C or higher means the student will have to take English 100 (the course and the lab) again.

**Grade Breakdown:**

Attendance/Class Participation	10%
Weekly journal	10%
Papers	50%
Final Paper	15%
Assignments	15%

## English 100 Lab

As stated in the course syllabus, this lab is separate from the English 100 course. It carries one credit and its own grade. Failure to pass this lab will result in having to retake English 100 (the course and the lab), despite a passing grade in the course.

### Course Requirements:

Attendance at individual meetings with the instructor  
Group project  
Learning journal

Attendance-Each student will be assigned a weekly appointment to meet with the instructor for about twenty minutes to discuss your papers, or any other class related questions or problems. Showing up to these meetings prepared will show the instructor that you care about the class and your grade and you don't want to waste anyone's time. The meeting times have been set up one right after the other so being late will shorten your personal time with the instructor, as it would be unfair to cut into someone else's scheduled time.

Group project-Students will form groups of three (four if necessary) and work together to produce a six page (eight if necessary) group project. Each student will contribute two pages to the project. all around a central theme. For example, students can write around the theme of Point of View, each writing about the same event from a first, second and third point of view. Another example would be choosing a person or an event and writing about different aspects of it. During the three weeks (weeks 8,9 and 10) before the group project is due, individual meetings will be canceled and students will meet in their groups to peer edit. The instructor will offer assistance and guidance as necessary.

Due date: Friday, November 5, 1999

Learning journal-You will keep a record of the grammatical and structural errors you make in your papers. When you proofread later papers, you will refer to your learning journal to make sure these same errors do not exist.

### Grading Breakdown:

Attendance	60%
Group project	30%
Learning journal	10%

My individual meeting time is:

**Chaminade University**  
**English 100/2**  
**Essentials of English Composition**  
**Fall Semester 1999**

**Instructor:** Erin Kanehira

**Course Hours:** Mondays, Wednesdays, Fridays  
10 -10:50 am plus Sections

**Course Location:** Henry Hall 121

**Course Summary:** Essentials of English Composition offers practice in writing short essays, with an emphasis on paragraph and essay organization, and identifying ideas supporting a writer's central purpose.

**Text:** Ellsworth, Blanche and John A. Higgins, English Simplified, 8<sup>th</sup> edition

This course will involve short readings, grammar lessons and essay assignments designed to give students practice in constructing essays and also ways to improve their writing skills. Hopefully, we can make use of being assigned to the computer lab and have hands-on class assignments.

As of now the course will include readings, eight two-page essays, plus a final longer one, and various class assignments. As with any college course attendance is extremely important to the learning process. Unexcused absences exceeding five class periods will affect the overall course grade. Also, please be forewarned that tardiness will not be appreciated.

A final schedule of readings, assignments and course requirements will be handed out very soon. I am told the text for this class will not be available in the bookstore until September 10<sup>th</sup>. Please make every effort to purchase it as soon as possible. Thank you for your patience and understanding.