

## **COURSE REQUIREMENTS**

### **Course Description:**

ENG101 concentrates on composing, revising, and editing the personal essay addressed to the general audience. The course is structured by rhetorical modes narration, description, example, process, comparison/contrast, cause and effect, division and classification, definition, and argumentation. The focus is on the organization and clear expression of ideas and on the correct usage of standard English.

### **Course Objectives:**

The course is designed to improve the clarity, correctness, and the organization of student writing, to give practice in the basic rhetorical modes, and to develop the student's understanding of writing as a process of composing, revising, and editing.

### **Course Requirements:**

Each student will complete five (5) revised and edited papers (400-500 word minimum) in different modes. Exercises based on grammar and style development through the Handbook and in-class writing assignments based on the Writing text will also be required. A final in-class paper will be required.

All assignments are expected to be submitted on time. Late work will be penalized. Any late work will not be accepted more than one week after the due date. The final exam (in-class paper) must be taken as scheduled on the syllabus.

Class attendance is required at all class meetings. Students are also expected to participate in class discussions of assigned work.

### **Texts**

Kirsner, Laurie G. and Stephen R. Randell. The Holt Handbook (4th Edition) Holt, Rinehart, and Winston, Fort Worth. 1995.

Skwire, David. Writing with a Thesis. (7th Edition) Holt, Rinehart, and Winston, New York. 1998.

**Grades:**

The following definitions of grades are taken from the Chaminade University Handbook:

- |  |   |   |
|--|---|---|
| <b>A</b>   | <b>(93-100)-</b>  | <b>Outstanding scholarship and an unusual degree of intellectual initiative</b>   |
| <br>   |   |   |
| <b>B</b>   | <b>(85-94) -</b>  | <b>Superior work done in a consistent and intelligent manner</b>  |
| <br>   |   |   |
| <b>C</b>   | <b>(77-84) -</b>  | <b>Average grade indicating a competent grasp of the subject matter</b>   |
| <br>   |   |   |
| <b>D</b>   | <b>(70-76) -</b>  | <b>Inferior work of the lowest passing grade, the student having learned the bare minimum of the subject matter</b>   |
| <br>   |   |   |
| <b>F</b>   | <b>(below 70)-</b>  | <b>Failure to grasp even the bare minimum of the subject matter OR failure to withdraw officially from the course</b>   |
| <br>   |   |   |
| <b>I</b>   | <b>(Incomplete) -</b>   | <b>A grade of "I" may be given to a student who has not completed a portion of the course material for a <u>valid</u> reason. There is a 30-day deadline for the submission of all required work. A contract (defining the requirements and setting the deadline for submission of required work) <u>must</u> be signed by both the student and the instructor. An alternative grade is submitted by the instructor and becomes final if the work is not submitted on time.</b> |
| <br>   |   |   |
| <b>W (Withdrawal) -</b>  | <b>an official withdrawal from the course - the student must withdraw through the Office of the Registrar</b> |   |
| <br>   |   |   |
| <b>C/NC (Credit/No Credit) - Only one course per term which fulfills the general elective requirements may be taken on a pass/fail basis. The maximum number of courses a BA/BS student may take on this basis is eight.</b> |   |   |

## COURSE SYLLABUS

April 6	- Tuesday -	Introduction, Course Requirements pre-test/writing sample
April 8	- Thursday -	Writing Chapter 1: The Persuasive Principle pp. 1 - 34 <u>Handbook</u> Appendix: Preparing Your Papers
April 13	- Tuesday -	<u>Writing</u> Chapter 2: Narration pp. 35 - 62 <u>Handbook</u> Chapter 1: Planning an Essay p. 2 Chapter 2: Shaping your Material p. 25
April 15	- Thursday -	Writing Chapter 3: Description pp. 63 - 96 <u>Handbook</u> Chapter 3: Writing and Revising p. 41
April 20	- Tuesday -	Paper #1 due: Narration OR Description <u>Writing</u> Chapter 4: Example pp. 97 - 120 <u>Handbook</u> Chapter 8: Building Sentences p. 184 Chapter 9: Compound Sentences p. 201
April 22	- Thursday -	<u>Handbook</u> Chapter 10: Emphatic Sentences p. 210 Chapter 11: Concise Sentences p. 223
April 27	- Tuesday -	<u>Writing</u> Chapter 5: Process pp. 121 - 150 <u>Handbook</u> Chapter 12: Varied Sentences p. 233 Chapter 13: Sentence Fragments p. 246
April 29	- Thursday -	<u>Writing</u> Chapter 6: Comparison Contrast pp. 151 - 186 <u>Handbook</u> Chapter 14: Comma Splice/Fused Sentences p. 259 Chapter 17: Shifts and Mixed Constructions p. 286
May 4	- Tuesday -	Paper #2 due: Example OR Process <u>Writing</u> Chapter 7: Cause and Effect pp. 187 - 214 <u>Handbook</u> Chapter 15: <b>Faulty Modification</b> p. 260 Chapter 16: Faulty Parallelism p. 278
May 6	- Thursday -	Writing Chapter 8: Classification pp. 215 - 246 <u>Handbook</u> Chapter 18: Choosing Words p. 300 Chapter 19: Using the Dictionary p. 327 Chapter 20: Improving Spelling p. 347

May 11	- Tuesday -	Paper #3 due: Comparison/Contrast OR Cause and Effect Writing Chapter 9: Definition pp. 247 - 270 <u>Handbook</u> Chapter 21: Parts of Speech p. 364 Chapter 22: Nouns and Pronouns p. 373 Chapter 23: Verbs p. 384
May 13	- Thursday-	<u>Handbook</u> Chapter 24: Agreement p. 408 Chapter 25: Adjectives and Adverbs p. 421
May 18	- Tuesday -	<u>Handbook</u> Chapter 27: End Punctuation p. 460 Chapter 28: Commas p. 468 Chapter 29: Semicolon p. 490 Chapter 30: Apostrophe p. 499
May 20	- Thursday-	Paper #4 Due: Classification OR Definition <u>Writing</u> Chapter 10: Argumentation pp. 271 - 306 <u>Handbook</u> Chapter 6: Thinking Logically p. 141 Chapter 7: Argumentative Essay p. 163
May 25	- Tuesday -	<u>Handbook</u> Chapter 31: Quotation Marks p. 506 Chapter 32: Other Punctuation p. 518
May 27	- Thursday -	Paper #5 Due: Argumentation <u>Handbook</u> Chapter 33: Capitalization p. 534 Chapter 34: Italics p. 542 Chapter 35: Hyphens p. 546
June 1	- Tuesday -	<u>Handbook</u> Chapter 36: Abbreviations p. 553 Chapter 37: Numbers p. 559
June 3	- Thursday-	final in-class essay
June 8	- Tuesday -	<u>Handbook</u> Chapter 46: Writing Essay Exams p. 790 Chapter 47: Writing about Literature p. 804 Chapter 48: Practical Writing p. 835
June 10	- Thursday -	Last Night of Class - Final Grades Distributed