



Chaminade
University
OF HONOLULU

Fall Day Semester, 2000

EN 10101 & 03

Introduction to Expository Writing

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Office Hours: MWF, 1 - 2 p.m., 4 - 5 p.m.

Read Chaminade University's "Academic Core Beliefs" Statement at this link.

[Feedback](#)[Syllabus: Course Description, Texts, Requirements, Policies](#)[Study Guide: Unit 1, 2, 3, 4 5 6, 7 8 9](#)[Suggestions for keeping a journal](#)

Sign in to WebBoard, the web-based conferencing system we will be using this term. Log in as a new user, then fill out the new user profile and assign yourself a new password.

Feedback: Any comments?

Your Last Name:

Your First Name:

Your Email address:

Syllabus

Course Description

English 101 provides an introduction to writing as a process of intellectual discovery. The course will encourage and nurture the various aspects of the writing process, from planning, **brainstorming**, and drafting to revising, editing and proofreading.

The course also emphasizes the profound relationship between reading and writing. Readings include an anthology of autobiographical writings as well as one book-length autobiography.

The course is organized around careful development of two autobiographical essays and one argumentative essay. In addition, students keep journals and at the end of the course prepare a portfolio of their best work.

This course requires internet access to the World Wide Web and Email. Additionally, students are expected to engage in active online discussion via Chaminade's WebBoard conferencing system. All students are **required to have active internet accounts at** the Chaminade Computer Lab or through a private internet service provider.

Diversity

Chaminade's "Core Beliefs Statement" says, "Students, both traditional and non-traditional, bring a variety of talents, traditions, cultures and abilities. This diversity brings a special opportunity to the Chaminade community, which can then nurture and guide each student to the fullest realization of potential." Consequently, this EN 101, Expository Writing, course encompasses readings and writing assignments that both reflect and examine diversity of contemporary **cultures**. Additionally, the course puts special attention on the problems faced by writers seeking to write from unique personal or cultural perspectives to readers who may not share the same perspectives.

Texts and Materials

- Hairston & Friend, *The Scott Foresman Handbook for Writers*
- Lyons, *Autobiography: A Reader for Writers*
- Neihardt, *Black Elk Speaks*
- Composition book for **journal**
- Dictionary

Online Resource

[Guide to Grammar and Writing](#) by Prof Charles Darling of Capital Cities Community-Technical College in Hartford, **Connecticut**. (Used with permission.)

Course Requirements

- Participation in WebBoard Forums 20 percent
- Quizzes and other Assignments 10 percent
- Writing Assignments 30 percent
- Journal 10 percent
- Final Exam 30 percent

All **quizzes** will be taken online and are self-graded. After submitting each quiz students will receive, via email, study sheets to review and compare to their original submissions.

The course journal consists of free-form writing, sometimes in fulfillment of specific assignments. A minimum of 400 words per week (approximately two pages) is required. Journals are considered the private workspace of the individual student; credit for completion of the journal requirement will be given at the final exam.

This course includes three major writing assignments of approximately 1200 words each. Assignments one and two may be revised for a one increment grade increase. As the parts of each assignment are completed they must be posted to the course WebBoard forum. Final drafts must be both posted to WebBoard and handed in as "hard copy." Students may be penalized for work submitted late.

The final exam will consist of two parts. The first part, worth about one-third of the final exam **grade**, will consist of "objective" style questions drawn in large part from quizzes and associated study sheets. The second **part** will consist of several paragraph- and short essay-length writing assignments.

In general writing assignments will be evaluated with regard to the following:

- clarity
- correctness
- conciseness
- creativity

Self-assessment and Final Grade tot

At the end of the course, students will submit a portfolio, including research journal, revised papers one and two, paper three,

along with a self assessment and grade estimate.

The final grade for the course will be determined in large part by the student's self-evaluation and portfolio. In general, the portfolio will be evaluated with regard to: 1. organization, 2. clarity, 3. correctness, 4. conciseness, **and** 5. creativity.

Late Assignments

If students are unable to submit work before a due date, they should make arrangements with the instructor for **alternative** submission via fax, email, regular mail or in person.

Academic Honesty and Plagiarism

All material submitted in **fulfillment** of course requirements must be written by the registered student.

While students are encouraged to consult sources outside the required reading of the course, they are also responsible for clearly stating the nature of their sources. Statements of "common knowledge" are generally exempt from this scholarly requirement.

Plagiarism is defined as the presentation of someone **else's** ideas as **your** **own**. Plagiarism in this course will result in a grade of "0" for the assignment and possible failure for the course.

Study Guide

Unit 1: August 28 - September 6

- Complete Online Sign In Form
- Sign In Again to WebBoard Due Wednesday, August 30
- Begin Assignment 1
- Post a short statement about yourself to the "Introductions" WebBoard conference.
- Read: "Interviews," Lyons, pp. 3 - 33
- Read: "What Does Writing **Involve?**" SF, pp. 2 - 19
- Read: "Subject-Verb **Agreement**" SF, pp. 354 - 365
 - For Practice: exercise 1 exercise 2 (Note: "For practice" exercises are required self-study assignments for this course. Questions like those in the exercises will appear on the final exam. Your instructor may individually assign additional practice.)
- Post Assignment 1, Step 4 to the "Childhood Recalled" WebBoard Conference Due September 6
- Quiz 1 Due September 6

Unit 2: September 7 - September 18

- Read: "Diaries and Journals," Lyons, pp. 35-60
- Read: "Letters," Lyons, pp. 63-80
- Read: "How Do You Prepare and Plan to Write?" SF, pp. 20 - 53
- Read: "Verb and Verbals" SF, pp. 366 - 389
 - For Practice: exercise 1 exercise 2 exercise 3
- Post Assignment 1, Step 7 to the "Childhood Extended" WebBoard Conference Due Friday, September 15
- Quiz 2 Due Wednesday, September 18

Unit 3: September 19 - September 29

- Read: "Beginnings," Lyons, pp. 83-105
- **Read:** "Events," Lyons, pp. 107-141
- Read: "How Do You Write at Draft" SF, pp. 54 - 65
- Read: "How Do You Revise, Edit and Proofread" SF, pp. 66 - 91
- Read: "Plurals, Possessives and Pronouns" SF, pp. 390 - 416
 - For Practice: exercise 1 exercise 2
- Post your final draft of Assignment 1 to the "Childhood Revised" WebBoard Conference Due Wednesday, September 27
- Quiz 3 Due Friday, September 29