

English 101 (01)

MWF 2:0-2:50

Instructor: Koreen Nakahodo

Office Hours: Tues. 11-12, 1-2; Mon. 11-12; F 11-12 or by appointment.

e-mail: [Koreenn@yahoo.com](mailto:Koreenn@yahoo.com)

Phone Number: 440-4234

### **Course Description**

This course is designed to provide instruction and practice in writing, editing, and revising short narrative and expository essays. It will also provide instruction in organizing your material and in Standard Edited American English.

### **Course Objectives**

- To demonstrate the correct use of grammar, punctuation, word choice, mechanics, and sentence structure in a written text.
- To demonstrate the ability to edit a text with grammar, punctuation, word choice, mechanics, and sentence structure errors.
- 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 sentence and topic sentences.
  - To demonstrate logical and clear connections between topic/thesis sentences and supporting examples.
- To demonstrate an organized paper.
  - 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.
- To demonstrate pre-writing strategies and techniques such as mapping, freewriting, and listing.
- To identify and apply rhetorical writing techniques (narrative, descriptive, exposition/illustration, comparison and contrast, cause and effect, definition, persuasion, classification, division).
  - To demonstrate logical structure utilizing the rhetorical techniques.

### **Required Texts**

*Writing with a Thesis, A Rhetoric and Reader*, 8<sup>th</sup> edition by David and Sarah Skwire.  
*Scott, Foresman Handbook for Writers*, 6<sup>th</sup> edition by Hairston, Ruskiewicz, and Friend.

### **Required Extras**

Access to computer, word processor, or typewriter (all papers must be typed).  
A folder for your student portfolio.

### **Student Responsibilities**

#### **Class Attendance**

Attendance and punctuality are mandatory. Students are responsible for making up work assigned during their absence from class.

#### **Unexcused Absences**

Your final grade may be deducted by 2% for each unexcused absence.

#### **Excused Absences**

An excused absence must be documented, signed, and dated by a physician and approved by the instructor. Excused absences will be decided on a case by case basis. All decisions are final.

#### **Tardiness**

Excessive tardiness may result in a grade deduction. If a student is more than 5 minutes late for class, he/she will be marked as tardy.

#### **Late Work**

Late work will not be accepted by the instructor.

#### **Class Behavior**

In class you are free to express your opinions with respect to the other members of the class.

#### **Plagiarism**

Plagiarism is unacceptable. Any student caught plagiarizing will fail the course. Guidelines for plagiarism is on page 50 or the General Catalog.

### **Grading Breakdown**

Assignments	20%
Service Learning or Paper	20%
Papers	50% (5 and 5 revisions)
Final Exam	10%



### **Grading Scale**

- 'A' Outstanding scholarship and an unusual degree of intellectual initiative.
- 'B' Superior work done in a consistent and intellectual manner.
- 'C' Average grade indicating competent grasp of subject matter.
- 'D' Inferior work of the lowest passing grade, not satisfactory for fulfillment of prerequisite course work.
- 'F' Failed to grasp minimum subject matter; no credit given.

A passing grade for this course is a 'C.'

### **Papers**

All papers must be typed, double-spaced, with one-inch margins. Students must also use Times New Roman 12 pt font. Late papers will not be accepted.

### **Service Learning Option**

Students interested in completing a service learning option for the course should contact the instructor.

Service Learning Requirements:

1. Training Session (dates and times T.B.A.)
2. 20 hours of Service Learning
3. 5 short reflection papers (1-2 pages each)

### **Paper Option**

Students must complete 5 papers (5 pages each) on topics and readings assigned by the instructor.

### **Assignment #1**

Write me a letter that includes the following:

1. A summary of the course;
2. Your understanding of the plagiarism policy for this course;
3. Your understanding of the attendance policy for this course;
4. Your understanding of the phrase "respect for others";
5. Your understanding of the late paper policy;
6. A reaction to the syllabus;
7. Questions about the course;
7. At the end of the letter include the following sentence:  
"I have read the policies and procedures outlined in this syllabus."
8. Sign and date the letter.

Please type the letter and turn it in at the beginning of the next class period.