

SSE '00

CHAMINADE UNIVERSITY OF HONOLULU
Division of Accelerated Programs
Course Outline and Syllabus

Summer, 2000
EN 10240: Expository Writing
Marie Romano (836-4958)

RM

REQUIRED TEXTBOOKS:

The Scott, Foresman Handbook for Writers (fifth edition)
The Contemporary Reader (sixth edition)

MTG/DATE MATERIALS TO BE COVERED

1. Th 7/6 Course introduction.
Read Chapter 1, giving special attention to charts on 6,9,12,14, 17.
In-class writing sample.
2. T 7/11 Finding a topic 20-27, 33-37.
Refining a topic 578-630.
Preliminary topic for research paper
3. Th 7/13 Constructing a thesis 28-33.
In-class writing: **thesis sentence**.
4. T 7/18 Organizing a writing project 37-46.
5. Th 7/20 Writing a powerful argument 130-152.
Assignment: **argument paper**.
6. T 7/25 Writing responsibly 94-106.
7. Th 7/27 Reading and thinking critically 107-111.
Writing a summary 111-113.
In-class writing: **summarizing an essay**.
8. T 8/1 Writing well-written paragraphs 164-180.
9. Th 8/3 Managing opening and closing paragraphs 181-189.
10. T 8/8 Managing transitions 190-199.
11. Th 8/10 Working with research materials, paraphrasing 631-647.
12. T 8/15 Synthesizing multi-source materials.
Assignment: **synthesis paper** on several essays.
13. Th 8/17 Taking effective notes and using MLA in documenting bibliography.
Assignment: 20 note cards and 8-10 bibliography cards.
14. T 8/22 Documenting sources and handling quotations 654-667.

15. Th 8/24 Using MLA documentation 676-724.
Assignment: 30 additional note cards.
16. T 8/29 **GRADED NOTE CARD and BIBLIOGRAPHY CARD CHECK**
Outlining a paper 46-51.
In-class writing: research paper sentence outline.
17. Th 8/31 **GRADED RESEARCH PAPER OUTLINE CHECK**
Choosing a title 52, 53.
18. T 9/5 Writing a draft 54-65, 647-654.
In-class writing: rough draft of research paper.
19. Th 9/7 Revising, editing, and proofreading 66-91.
Completing the writing project 668-675.
20. T 9/12 Final exam: Completed **RESEARCH PAPER**.
Course evaluation.
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NOTE 1: The last day to add, drop, or make a program change is Tuesday, July 11. The last day to withdraw from class is Wed., Aug. 23. This must be done through the registrar's office.

NOTE 2: It is the student's responsibility to be in class on time as much as humanly possible. Students are not allowed to sign in for a particular class meeting unless they are present for the entire instructional period or have the instructor's prior permission. Excessive tardiness and absences may seriously affect a student's final grade.

NOTE 3: Students are expected to maintain the syllabus and to submit all assignments on time.

NOTE 4: Grades will be based on the quality and completeness of written assignments. The final grade will be determined by the following: shorter papers will merit one-third of the final grade, all components of the research paper another third, and the research paper the final third.

NOTE 5: Students are to submit a stamped, self-addressed envelope together with their research paper so that it can be corrected and returned to them along with their final course grade.