

Chaminade University of Honolulu
Kaneohe MCBH
Winter 2000 - January 10 - March 22

Sheila Lynn, Instructor
837-7888 (h) no calls after 2100 please

REQUIRED TEXTS:

Hairston, M., Ruszkiewicz, J., & Friend, C. (1999). **The Scott, Foresman Handbook for Writers.** (5th ed.)
New York: Addison-Wesley Education Publishers Inc.
Goshgarian, G. (1999). **The Contemporary Reader.** (6th ed.) New York: Longman.
Access to a collegiate dictionary (available at any library)

COURSE DESCRIPTION:

- Instruction and practice in writing, editing, and revising short to medium expository essays and in skills required for research writing, such as summarizing, paraphrasing, quoting, evaluating, and synthesizing.
- This class will use the seminar setting with occasional lectures, small group discussions, and student presentations.

COURSE GOALS:

- To use and understand **The Scott, Foresman Handbook for Writers.**
- To develop the skills to write a well organized and grammatically correct medium length essay using Standard Edited American English.
- To develop the skills to write a well organized and grammatically correct multi-source research paper using Standard Edited American English.

REQUIREMENTS:

- **Attendance is mandatory** - Roll will be taken promptly at the start of class.
 - If you arrive late or need to leave early it is your responsibility to notify me on the break, or before or after class; or you will be marked absent. Attendance is part of your final grade.
 - You must allow the instructor 15 minutes to appear before leaving the classroom and assuming that class is cancelled.
- **Assignments** –
 - There will be weekly writing assignments, these assignments may be in-class or at home. All at home papers must be typed in 12 pt and double spaced. **(Do not plagiarize)**
 - Separate hand-outs and class discussion will clarify these assignments.
 - All assignments must be turned in on the day that they are due. If you do not attend class the day an assignment is due, it is your responsibility to get the paper to me by the next scheduled class.
 - Late assignments will be graded only if they are turned in before papers are returned to the class, and you will be awarded a percentage of the grade.
 - Any assignment not turned in at all is given a score of 0 and counts against your final grade.
 - Quizzes may be announced or unannounced. If you miss a quiz, it is your responsibility to arrange a make-up. No make-ups will be allowed after exams have been returned to the class.

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Course Syllabus & Assignment Calendar

- Jan. 11** In Class: Introduction of course, “how to read critically” p.1-3 in **The Contemporary Reader**, Chapter 1&2 in **Handbook**, Writing Workshop
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- Jan. 13** *Due Today* Read 4 Narrative Essays in **The Contemporary Reader**– be prepared to discuss “how to read critically” points, Read Chapter 3&4 in **Handbook**
In Class: Discussion Groups, Writing Workshop, the Thesis Statement
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- Jan. 18** *Due Today* Paper 1 – Narrative Essay – done in class, Read Ch. 10 in **Handbook**
In Class: the Topic Sentence, Transitions, Peer editing, revising Narrative essays,
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- Jan. 20** *Due Today* Read/be prepared to discuss - Descriptive Essays
In Class: Discussion Groups, Writing Workshop
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- Jan. 25** *Due Today* Paper 2 – Descriptive essay, Read Chapter 11 in **Handbook**
In Class: Opening and Closing paragraphs
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- Jan. 27** *Due Today* Read/be prepared to discuss - Process Analysis essays
In Class: Discussion Groups, Writing Workshop
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- Feb. 1** *Due Today* Paper 3 – Process Analysis essay, Read Chapter 12 in **Handbook**
In Class: Strengthening Transitions
-
- Feb. 3** *Due Today* Read/be prepared to discuss Comparison/Contrast essays
In Class: Discussion Groups, Writing Workshop
-
- Feb. 8** *Due Today* Paper 4 – Comparison/Contrast essay, Read Ch. 14 in **Handbook**
In Class: Sentence Structure
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- Feb. 10** *Due Today* Read/be prepared to discuss Cause/Effect essays
In Class: Discussion Groups, Writing Workshop
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Course Syllabus & Assignment Calendar (con't)

Feb. 15 *Due Today* Paper 5 – Cause/Effect essay, Read Chapter 35 in **Handbook**

In Class: begin research paper assignment

Feb. 17 *Due Today* Topic for Research paper

In Class: In library – doing research

Feb. 22 *Due Today* Several proposed thesis statement, Read Chapter 36 in **Handbook**

In Class:

Feb. 24 *Due Today* Opening Paragraph

In Class:

Feb. 29 *Due Today* Research paper outline

In Class:

Mar. 2 *Due Today* Research paper rough draft, including all notecards, outline, etc.

In Class:

Mar. 7 *Due Today* _____

In Class:

Mar. 9 *Due Today* Research paper

In Class

Mar. 14 *Due Today – All assignments - No assignments will be accepted after March 14*

In Class:

Mar. 16 **Final Exam**

Mar. 21 _____