

SSF '02

Chaminade University of Honolulu
Evening Programs
Course Syllabus

Summer, 2002
EN 10260: Expository Writing
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REQUIRED TEXTBOOKS:

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

Mtg Date MATERIALS TO BE COVERED

1. M 7/01 Course introduction and overview.
Read Chapter 1, giving special attention to chart/checklists on 5, 8, 10, 12.
In-class writing sample.
2. W 7/03 Finding and refining a topic 15-28,
628-631.
Preliminary topic for research paper.
Constructing a thesis 29-34.
In-class writing: thesis sentence.
3. M 7/08 Working with paragraphs 194-210, 211-219.
Managing transitions 220-228.
In-class writing: paragraph
4. W 7/10 Writing a powerful argument 153-175.
Choosing a title 48,49.
Assignment: argument paper.
5. M 7/15 **Argument paper due.**
Organizing a writing project 35-43.
Writing Responsibly 100-107.
6. W 7/17 Reading and thinking critically 130-141.
Writing a summary 684-687, 698.
In-class writing: summary.
Assignment: summarizing an essay.
7. M 7/22 **Summary paper due.**
Planning the research project 631-639.
Finding information 640-669.
8. W 7/24 Evaluating and using sources 670-692.
Using paraphrase 684,687-691,698.
9. M 7/29 Synthesizing multi-source materials.
Handouts on synthesis.
Assignment: synthesis paper on essays from *The Contemporary Reader*.

10. W 7/31 Videotape on writing a research paper.
11. M 8/05 Taking effective notes and using MLA in documenting bibliography 132.
Writing an annotated bibliography 103-107, 632-635.
Assignment: 50 note cards and 8-10 bibliography cards.
12. W 8/07 **Synthesis paper due.**
Documenting sources and handling quotations 693-708.
Work on cards.
13. M 8/12 Using MLA documentation 722-772.
Work on cards.
14. W 8/14 Outlining a paper 43-47.
In-class writing: outline.
Assignment: research paper outline.
15. M 8/19 Writing a literary analysis 176-192.
Work on cards and outline.
16. W 8/21 **Note cards and bibliography cards due.**
Writing on essay examinations 108-115.
17. M 8/26 **Formal outline due.**
How is writing evaluated? 83-96.
Writing a draft 50-59.
Work on draft of research paper.
18. W 8/28 Revising, editing, and proofreading 60-82.
Work on research paper.
19. W 9/04 Completing the writing project 709-719.
Work on research paper.
20. M 9/09 **Final exam: Completed research paper due.**
Course evaluation.

NOTES:

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1. Students are expected to maintain the syllabus and to submit all assignments on time.
 2. Grades will be based on the quality and completeness of written assignments.
The final grade will be determined by the following: shorter papers = 30%, all components of the research paper = 30%, the final research paper = 30%, class attendance = 10%.
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