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**Chaminade University**  
**ESL 103: Writing II**  
**Fall 1999**

Instructor: Kang Min Yi  
Office: Eiben Hall 124  
Office Hours: M, W, F 10-10:50 a.m.  
Class Time: M-F 11-11:50 p.m.

**COURSE GOALS**

This course will focus on the students' culture, interests, and English needs in an interesting and motivating way in order to develop and improve his/her writing skills in English. The stages of the Writing Process will be extensively and intensively practiced and learned such as prewriting, drafting, revising, proofreading, and editing.

**COURSE OBJECTIVE**

*By the end of ESL 103: Writing III, the student will able to:*

- a) Acquire the abilities and skills to produce a range of different types of paragraphs with a topic sentence, unity, coherence, and adequate development.
- b) Generate, defend, and express ideas about a personal issue/topic in writing.
- c) Summarize a text, identify the main idea, and provide supporting details in writing.
- d) Outline texts and own drafts.
- e) Describe a topic of interest in writing.
- f) Practice and develop speaking, listening, reading, and writing skills by evaluating, asking questions, and making suggestions for improving the writing of others as well as his/her own writing.

**REQUIRED TEXT & COURSE MATERIALS**

- 1) Interactions One: A Writing Process By Margaret Keenan Segal and Cheryl Pavlik
- 2) A 3-ring binder with dividers for class work, homework, and drafts.
- 3) A supply of standardized, college-ruled filler paper. (Class work and homework assignments will be done on this type of paper.)
- 4) 8 1/2" x 11" notebook (for Journal Writing).

## **REQUIREMENTS BY THE STUDENT**

- 1) *Attendance:* Three or more lateness will be equivalent to one absence. Tardiness of thirty minutes or more equals to one absence. Five or more absence will result in failure of this course.
- 2) *Class Participation:* You are expected to actively participate during class activities. This involves preparing and completing assignments on time so that you can contribute to class discussions, group, and pair work. It is important to ask for help when you need it either from your classmates or me. Remember, we are all here to help and learn from each other as a community.
- 3) *Class Assignments:* You must complete all assignments on time. Late assignments will not be accepted. Only in documented emergencies will papers be accepted late. If you have a problem completing a particular assignment, please do not hesitate in seeking help from me. Also, weekly journal writing will be assigned and assessed during mid week and final week of instruction.

## **FINAL GRADES**

Your final grade will depend upon how well you fulfill the course requirements, and the standards that I set in this course.

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| 1) Attendance:               | 15% |
| 2) Class work/Participation: | 15% |
| 3) Homework:                 | 15% |
| 4) Journals:                 | 15% |
| 5) Essays:                   | 40% |

## **PROGRESS REPORTS & DEFICIENCY NOTICES**

*Progress Reports:* Three times during the semester (Week 6, Week 11, and Final Exam Week), I will give you detailed reports and grades. The purpose of these reports is to let you know how you are progressing, and the areas you can improve in the course.

*Deficiency Reports:* If you receive a D or F grade on either of the first two Progress Reports, it will be submitted to the Academic Advising Office. You will then receive a Deficiency Report from Chaminade University. Students who receive Deficiency Reports will be called in for a discussion of their work and their future at Chaminade University. All instructors and faculty members are required to report students who are not meeting the requirements.