English 109 (02)  
Introduction to Essay Writing  
Spring Term 1991  
Tues. & Thurs. 1 - 2:30 p.m.  
Hagey Hall room 227

Instructor: Dorinda Dodwell  
Office: PAS 1061  
Phone messages: ext. 3358  
Office Hours: Tues. & Thurs.  
2:30-3:30 or by appointment

SYLLABUS

Required texts:

The Act of Writing: Canadian Essays for Composition. 3rd edition (AW)  
Toronto: 1990.

Writing: A College Handbook, 3rd edition (WCH)  

Correct Form in Essay Writing, by W.K. Thomas, University of Toronto — most recent edition

class and assignment due dates.

Date:

May TR 2 Introduction

T 7 AW pp. xxvii-xxviii, xxxv-11, 239-255  
How to write a process analysis essay

TR 9 Process Analysis - Writing 1 in class  
read pp. 13-48 WCH in preparation

T 14 Revision 1 in class  
WCH pp. 71-87 (editing)

T 16 AW pp. 135-137, 157-169  
How to write a comparison & contrast essay

T 21 Comparison & Contrast - Writing 2 due  
WCH pp. 49-67 (organizing)  
Paragraphs I: WCH pp. 172-180

TR 23 T.B.A.

T 28 Paragraphs II: WCH pp. 181-197  
Choosing Words: WCH pp. 198-226

TR 30 Revision 2 due  
AW pp. 89-91, 103-111, 117-122  
How to write a cause & effect essay
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| June 4 | TR | Sentences: common problems  
*WCH* pp. 338-344, 257-270, 397-404, 221-225 |
| | T | Cause & Effect - Writing 3 due  
Punctuation: commas  
*WCH* pp. 431-443 |
| | TR | Punctuation: semi-colon, colon  
*WCH* pp. 444-448 |
| | T | Revision 3 due  
Subject-Verb Agreement, Pronoun Reference  
*WCH* pp. 363-374, 347-350 |
| | TR | Parallelism & Modifiers  
*WCH* pp. 306-311, 271-293 |
| | T | Midterm |
| | TR | Field trip to the Dana Porter Library - meet in class, regular time. |
| July 2 | T | Classification & Definition - Writing 4 due  
What is a precis? Requirements for the research project will be discussed in detail.  
**Do not miss this class!** |
| | TR | Reference Workshop I  
Readings and/or materials needed will be announced |
| | T | Revision 4 due  
Reference Workshop II  
as above |
| | TR | *AW* pp. 59-66, 77-85  
How to write a descriptive essay |
| | T | Description - Writing 5 due  
Lecture topic T.B.A. |
| | TR | How to write and exam essay question |
| | T | Revision 5 due  
Review |
| | TR | Precis or Journal - Writing 6 due  
General wrap-up & Administrivia |
For Your Information

English 109 is designed to teach you how to successfully write an essay. Consistent completion of each of the assignments will allow you to build on the new skills which you will acquire during the course. In addition, it is our hope that you will be able to use these skills in other university courses.

It is important to note that 109 is not a course in remedial English or grammar. Although some aspects of the course will emphasize grammar, it is expected that students already possess a working knowledge of both the English language and English grammar.

Mark breakdown

Writing 1: diagnostic
Writing 2 - 5: 10% each, 40% total
Revision 2 - 5: 5% each, 20% total
Midterm: 20%
Writing 6: 20% (no revision)

Important

Because 109 is a skill building course you will be required to hand in each of your papers on time. Late papers will result in students not receiving comments and suggestions from the instructor in time to aid in the preparation of the next paper. Therefore, the penalty for late work will be stiff and will be consistently enforced. If you suspect that you will not be able to complete an assignment on time, please speak with the instructor so that other arrangements can be made if necessary. Failure to hand in a paper without first consulting the instructor will result in a mark of "0" for the assignment.