English 109 (01)  
Introduction to Essay Writing  
Spring Term 1991  
Mon. & Wed. 9-10:30  
Hagey Hall room 139

Instructor: Sharon Newmaster  
Office: PAS 1061  
phone messages: ext. 3358  
Office Hours: Mon. & Wed. 10:30-11:30 or by appointment

SYLLABUS

Required texts:

Toronto: 1990.


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

Class and assignment due dates.

Date:

May 6 Introduction
How to write a process analysis essay  
Process Analysis - Writing 1 in class

M 13 Revision 1 in class  
WCH pp. 71-87 (editing)
How to write a comparison & contrast essay
M 20 Victoria Day Holiday
W 22 Comparison & Contrast - Writing 2 due  
WCH pp. 49-67 (organizing)  
Paragraphs I: WCH pp. 172-180

M 27 Paragraphs II: WCH pp. 181-197  
Choosing Words: WCH pp. 198-226
W 29 Revision 2 due  
AW pp. 89-91, 92-95, 98-100, 117-120  
How to write a cause & effect essay
June

3  Sentences: common problems  
   WCH pp. 338-344, 257-270, 397-404, 221-225

5  Cause & Effect - Writing 3 due  
   Punctuation: commas  
   WCH pp. 431-443

10 Punctuation: semi-colon, colon  
    WCH pp. 444-448

12 Revision 3 due  
   Subject-Verb Agreement, Pronoun Reference  
   WCH pp. 363-374, 347-350

17 Parallelism & Modifiers  
   WCH pp. 306-311, 271-293

19 Grammar review

M 24 Midterm

W 26 AW pp. 203-204, 205-209, 212-214, 229-234  
   How to write a classification & definition essay

July

M 1  Canada Day Holiday

W 3  Classification & Definition - Writing 4 due. Field trip to the Dana Porter Library - meet in class, regular time.

M 8  AW pp. 59-61, 67-69, 72-75, 77-83  
   How to write a descriptive essay

W 10 Revision 4 due  
   What is a precis? Requirements for the research project will be discussed in detail.  
   Do not miss this class!

M 15 Description - Writing 5 due  
   Workshop - Bibliographies, Endnotes, References

W 17 How to write and exam essay question

T 22 Revision 5 due  
   Review

W 24 Precis or Journal - Writing 6 due  
   General wrap-up & administrivia
English 109

Spring Term 1991

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.