ENGLISH 109
Introduction to Essay Writing

Instructor: M. Holt
Office: Extension:

Required Texts:
Van Nest, *Connections: Effective Reading and Writing*

Lecture Schedule

Jan.
7 Introduction
9 Parts of Speech *WHCE* 6, 7, 8, 9, 13
14 Sentences *WHCE* 1, 2, 5
16 "
21 Punctuation *WHCE* 10, 11, 12, 13
23 "
28 Sentence Errors *WHCE* 4, 5, 3 (first essay due)
30 "

Feb.
4 Writing Process *WHCE* 18, 19, 20, 21
6 Grammar Review
11 Grammar Test
13 Essay Structure
18 READING
20 WEEK
25 Essay Structure
27 Paragraphs *WHCE* 22, 23, 24 (second essay due)

Mar.
4 Paragraphs
6 Library Research *WHCE* 31
11 Argument *WHCE* 20, 24
13 Argument
18 Revision *WHCE* 25, 26, 30
20 Revision
25 Diction *WHCE* 27, 28, 29
27 Review (final essay due)
Course Requirements

Three Essays:  
- Jan. 30 (10%)
- Feb. 27 (15%)
- Mar. 27 (30%)

Mid-term Examination: Feb. 11 10%

Final Examination: date to be announced 20%

Tutorial Participation: 15% (determined by attendance and in class assignments)

1. All essays are to be typed, double-spaced, on white 8 1/2" x 11" paper. Each page should be numbered and should contain your ID number. When completed, essays should be folded lengthwise and the following information clearly written on the outside:
   - Your Name
   - ID number
   - English 109
   - Lab Instructor’s Name
   - Date
   - Assignment Number (1, 2, or 3)

   No title page is required.
   Please be sure that your typewriter or printer has a ribbon that produces a clear, readable copy.

2. Essays must be submitted on the due date. Late assignments will be penalized one grade level per day for a maximum of two days. No assignment will be accepted after two days without a medical certificate or other appropriate documentation. If classes are cancelled because of inclement weather, any assignments due will be accepted on the next day of regular classes.

3. Students must attend all lectures and labs. The midterm and final examinations will be based on content of both the lectures and the labs. Lab instructors mark the assignments of all students registered in their sections.