Course 109E  Academic Writing: Mon. 7-10pm.  

Instructor: Carol Acton  Home tel: 747 0558 (8.30-9.30 pm.)
Office ext.: 3965

Required Texts: Thinking it Through and Clear, Correct, Creative.

This course is designed to take you through the various steps of academic essay writing from choosing and defining a topic and developing a thesis through the outlining, drafting, writing and revising of the essay. Class time will include both instruction from me and group work. The emphasis will be on the practical application of the essay-writing process. Because much of the time will be spent in group work or with an essay-writing buddy it is important that you attend every class.

Essays should be handed in on the due date although I may give extensions of two or three days upon request. Because there are so many assignments in this course you do need to complete assignments by the due date in order to participate properly in the class process. Please let me know if illness or other valid reasons prevent you from attending class or handing in an assignment on the due date.

Class attendance: 10%
Essay 1: 15% (3pgs.)
Essay 2: 15% (4/5 pgs.)
Revision of essay 2: 15%
In-class essay 3: 15%
Essay 4: 30% (7/8 pgs.)

Throughout the course I would like each of you to keep a journal of your essay writing progress. This can include ideas that come to you, problems with research and writing, elements of the course you found useful or did not find useful, and comments on your interaction with the class group and with writing buddies. I will try to make myself available as much as possible and will spend some class time and office hours in individual consultations.

Week 1: Introduction to the course and to each other.  
In-class exercise: Economist article, thinking about audience and topic.

2: Topic to thesis: Assign essay 1  
Choosing topics - In-class exercise: Narrowing and analyzing the topic.  
Generating a thesis
3. **Research:** Reading to develop a topic  
   Trip to the library

4. **Forms of pre-writing**  
   Audience, thinking and writing styles, creating outlines.  
   Group work: working on an essay draft. Sign up for student conferences.

5. Student conferences: in-class time and during office hrs.  
   Essay 1 due (3pgs.) Assign essay 2.

6. **Overview of essays**  
   Comments on essays, revision of draft to essay process, paragraphs, controlling idea, making connections.  
   Student comments on the essay writing experience  
   In-class exercise: Brainstorming on essay 2

7. **Clear, Correct, Creative.** (essay 2 due-4/5 pgs.)  
   Some problems at the level of sentences and paragraphs.  
   Sign up for conference time

8. Revising and editing.

9. Revised essays due  
   Student conferences - bring both essays.

10. **Exam essay writing and in-class essay writing.**  
    Hr.1 instruction and discussion  
    Hr.2 In-class essay

11. **Working on a longer essay.**  
    Writing for different disciplines, argument, persuasion.  
    Proofreading and editing; advantages and pitfalls of using a computer

12. **Overview of the course.**  
    Student reports from journals  
    Further problems or issues discussed.

The above is a general guideline. In the interests of flexibility the outline may change slightly in order to meet student demands and concerns.