



# NAZARENE UNIVERSITY COLLEGE

## EN 110 Effective Writing (3)

Winter 2004

Instructor: Dr. Tim Heath

Office: Room 511

Class Times: T/Th 11:15-12:30

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Office Phone: 571-2550 (ext. 5904)

Class Location: Room 631

Office Hours: Friday 9:45-12:30 or by  
appointment

### Course Description

This course is designed to develop the student's ability to write university level essays. All aspects of essay writing will be covered, especially basic grammar, sentence and paragraph construction, as well as citation conventions.

### Course Objectives

English 110 aims to help students

- achieve competence with the sentence
- achieve competence with the paragraph
- achieve competence with the academic essay
- view writing competence as a lifelong achievement.

### Required Texts

Hacker, Diane. *A Canadian Writer's Reference*. 2<sup>nd</sup> ed. Scarborough, ON.: Nelson Thomson, 2001.

Stewart, Kay L., Chris J. Bullock, and Marian E. Allen. *Essay Writing for Canadian Students: with readings*. Fifth Edition. Toronto: Pearson/Prentice Hall, 2004.

### On Reserve

Four copies of Hacker's text are on reserve in the library.

### Course Schedule

6 January – Introduction

8 January – In-class essay and diagnostic review

13 January – the basics: parts of speech

15 January – the sentence: parts of sentences, kinds of sentences  
 20 January – the sentence: subject-verb agreement  
 22 January – the sentence: pronoun agreement: **Essay 1 Due**  
 27 January – the sentence: pronoun case: **Quiz 1**  
 29 January – library, research, manuscript form  
 3 February – **Community Day (no classes)**  
 5 February – the effective sentence: parallelism, modifiers  
 10 February – word choice, common problems of diction: **Research exercise due**  
 12 February – the effective sentence: shifts, mixed constructions: **Quiz 2**  
 17 February – **Midterm break**  
 19 February – **Midterm break**  
 24 February – the effective sentence: coordination and subordination: **Essay 2 Due**  
 26 February – **Midterm Exam**  
 2 March – the paragraph: introductions, the thesis, topic sentences  
 4 March – the paragraph: essay bodies, documentation  
 9 March – the paragraph: essay bodies  
 11 March – the paragraph: conclusions  
 16 March – student essay review  
 18 March – **Community Day (no classes)**  
 23 March – documentation  
 25 March – writing clinic: persistent problems  
 30 March – student essay review  
 1 April – student essay review: **Essay 3 Due**  
 6 April – writing clinic: persistent problems  
 8 April – review  
 13 April – review, exam preparation

### Course Requirements

1. Students should do all the prescribed readings before class and be prepared to participate in class discussion. I look forward to lively discussions.
2. Assignments are due on the dates specified. Late assignments will not be accepted, unless extenuating circumstances can be shown. . Missed exams will only be made up if supported by the appropriate documentation (for example, a doctor's note).
3. To receive a passing grade in the course, all assignments, quizzes, and exams must be submitted to the instructor.
4. Plagiarism in any of its forms will not be tolerated.
5. Students may not submit work done for another class.
6. The student is responsible for all the information given in class, and also for any changes to the syllabus that are announced in class.

### Grading

Essay 1	5%
Essay 2	10%
Essay 3	20%
Quiz 1	5%
Quiz 2	5%
Midterm	15%
Final	30%
Participation	<u>10%</u>
	100

### **Important Notes**

- Last day to enter course without permission: **19 January 2004**
- Last day to withdraw voluntarily from course without financial penalty: **23 January 2004**
- Last day to voluntarily withdraw from course or change to audit without academic penalty: **12 March 2004**
- It is the responsibility of all students to become familiar with and adhere to NUC Academic Policies, such as the policy on Academic Dishonesty, which are stated in the current Catalogue.