Course Title: English Writing III (Year II), 2010  
Meeting Time: 9:10—10:00 Monday, and 8:10—10:00 Friday  
Instructor: Dr. Kao, Shin-Mei  
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Textbooks:
2. Style: Lesson in clarity and grace (9th edition), written by Joseph M. Williams, published by Pearson Longman. (書林代理)

Required references:
1. An English-English dictionary. Longman, Oxford, or Collins COBUILD series are good choices
2. A lexicon, thesaurus, or dictionary of usage.

Design of the course:
The two textbooks together form the backbone of our course and will be used for two semesters (English Writing III and IV). “At a glance” (hence, Glance) provides us with essay genres and sample readings, while “Style” (hence, Style) provides us with linguistic elements and sentence structures for better writing. For each semester, the students will write three longer papers with full length (500-600 words), with shorter assignments and in-class exercises. Each long paper will go through several sessions of peer-review with revisions and a teacher-student conference before it is submitted as the final. The class will be divided into small groups for discussing and presenting reading assignments chosen from the textbook chapters.

Objectives:
In the first semester, we will:
1. first review the elements of the paragraph: the topic sentence, supporting ideas, unity, and coherence;
2. discuss the structure of an essay: the introduction, body, and conclusion;
3. discuss writing process;
4. learn principles of clear writing (Style, Lessons 2-6 and Appendix); and
5. write three long papers: text-based two-part reflection; exemplification; definition (Glance, Chapters 1-7, and 13).
Class requirements:
1. Bring a loose-leaf notebook and your English-English dictionary to the class. You will need both for working out your in-class writing and exercises.
2. Come to the class. You are allowed to miss three classes only in the entire semester. Missing the class more than three times will result in loosing the 20% participation score. I do not take any excuses such as sickness, attending departmental or extra-curriculum activities, or family matters.
3. Submit your assignment on time. I will deduct one point every day from the total of that assignment until you turn in your assignment.
4. Each student will have two conferences with me in this semester.

Evaluation:
1. Attendance: 20%
2. In-class participation: 20% (including your in-class presentation, exercises, take-home assignments, etc.)
3. Three long papers: 60% (20 points for each paper)

Rubrics for evaluating the paper:
Content and ideas
Organization
Sentence structures/accuracy
Word choices
Mechanics (spelling, punctuation, capitalization, etc.)