

OXFORD COLLEGE OF EMORY UNIVERSITY

English 101 - Fundamentals of English and Composition

Dr. Lucas Carpenter

Fall 1991 Semester

I. Objectives of the Course

Through class participation, the close reading of assigned works, in-class writing exercises and tests, six formal essays, and a final examination, the student will be graded on his/her ability:

A. To organize and develop ideas through the use of specific information.

B. To construct outlines illustrating that sufficient material has been gathered and organized according to the laws of unity, emphasis and coherence.

C. To demonstrate orally and in writing a command of style, sentence structure, paragraph development, grammar, spelling, punctuation and vocabulary.

D. To write college-level essays which show a mastery of the fundamentals of effective expository and argumentative writing.

II. Student Requirements for Completing the Course

A. Brief unannounced quizzes which will be factual in nature. There are no make-ups for missed quizzes.

B. Regular exercises in grammar, spelling, punctuation, and vocabulary. There are no make-ups for missed exercises.

C. Several in-class writing assignments. There are no make-ups for these assignments.

D. Six formal essays (3-5 typed pages) to be assigned later. One letter grade will be deducted for each day a paper is late.

E. A final examination composed of factual and essay questions.

F. Satisfactory participation in class discussion, which can only be accomplished if the attendance policy is rigorously observed.

EMORY UNIVERSITY



050000003285

### III. Grading Practices

The grade will be determined by an evaluation of the entire semester's work, with special emphasis on fulfillment of course objectives. Grading will generally adhere to the following:

Class participation	5%
Quizzes, exercises and in-class writing -	15%
Six essays -	60%
Final examination -	20%

### IV. Attendance Policy

A. Although attendance is not mandatory, it is to the student's distinct benefit to be present in class, and the student will be held responsible for any assignments made when he/she is absent. After one absence, one point will be deducted from the final grade for each additional absence.

B. Students who are late must assume personal responsibility to see that the record is altered at the end of class. This record will not be changed at a later date.

### V. Textbooks

Practical English Handbook, by Floyd C. Watkins and William B. Dillingham.

The Writer's Resource, by Day McMahan

### VI. Weekly Outline of Topics to be Covered

August 26 - 30	Preliminary The Paragraph
September 2-6	The Paragraph <u>Paragraph Due</u>
September 9-12	The Paragraph <u>Paragraph Due</u>
September 16-20	The Essay: Introductory <u>1st Essay Due</u> (Example)
September 23-27	The Essay: Unity and Thesis
September 30 - October 4	The Essay: Order of Ideas <u>2nd Essay Due</u> (Comparison/Contrast)
October 7-11	The Essay: Beginnings and Endings
October 14-18	Effective Sentences <u>3rd Essay Due</u> (Cause-effect)

October 21-25	Effective Sentences
October 28 - November 1	Effective Diction 4th Essay Due (Definition)
November 4-8	Effective Diction
November 11-15	Effective Diction <u>5th Essay Due</u> (Analysis)
November 18-22	Argument and Persuasion
November 25-29	Argument and Persuasion <u>6th Essay Due</u> (Argument)
December 2-6	Argument and Persuasion
December 9-13	<u>Final Examination</u>

#### VII. Office Hours

My office is located in Humanities Hall, Room 105 and my office hours are the following:

Monday, Wednesday, and Friday: 1:00-2:00 p.m.  
Tuesday and Thursday: 2:00-3:00 p.m.

If these hours are ever inconvenient, appointments can be arranged.  
Please do not hesitate to see me about anything that is of concern to you.