

# **ENG1175 Expository Writing**

## **Course Syllabus**

### **COURSE REQUIREMENTS**

Expository Writing is a course to introduce the various kinds of writing college students will need. This course is open to all students.

### **COURSE DESCRIPTION**

This course is arranged to equip students for the writing they will do at the university and in their professional lives. An array of essay models will be addressed. The student will probe the diverse forms of essays and learn what they encompass. The course provides guidance and training in critical reading, creative thinking, and clear writing. It provides additional direction in the expansion of ideas and the writing of an array of essays. The course accentuates exploration, investigation, reflection, analysis, modification, and collaborative learning.

You will focus directly on constructing and reworking your ideas. Writing and thinking are inseparable. Good thinking requires good writing. By concentrating on many aspects of writing as well as the numerous types of writing, you will realize a feeling of your own voice and mode of writing.

### **LEARNING OBJECTIVES**

The student will be assisted to communicate effectively through writing, using clear, specific wording. The course will focus on improving your capacity to analyze various texts and prepare arguments. Writing is a process and we will examine it from selecting a topic to a polished final draft. By the end of the course all students should:

- Articulate a clear thesis
- Acquire critical thinking and analysis
- Compose in clear, straight-forward, jargon-free language
- Gain mastery of grammar
- Be able to develop, preserve and magnify an idea with pertinent supporting evidence
- Organize research and assimilate findings into his/her own words
- Develop the ability to proofread, revise and edit

### **ATTENDANCE**

Attendance is mandatory for all students. Excellent attendance is imperative for mastery and application of the information dispensed. Whether you are sitting at a desk in a classroom or attending via Skype, your attendance is vital to your success. Late arrivals are distracting and disrespectful. Please refrain from being tardy.

Grades will be affected by absences and tardiness. Participation in class is a prerequisite. You learn from lectures, discussions and presentations.

## **CLASSROOM BEHAVIOR**

Students are expected to treat all persons with respect. We should all conduct ourselves in a courteous and responsible manner. Be considerate, you can disagree, don't insult.

Please set all your electronic devices to silent during class so as not to be a disturbance to others in the class.

## **TUTORIAL ASSISTANCE**

We maintain an open-door policy for our students. We are absolutely willing to discuss any matter that may arise during the course. If you have any questions, problems, or need help with the course material, we urge you to reach out as soon as the issue arises. If you want to contest a grade, you must do so within 48 hours and put it in writing. Please ask your student advocate for help. If you do not have a student advocate send an email to: [tutordept@usilacs.org](mailto:tutordept@usilacs.org).

## **NON-DISCRIMINATORY STATEMENT**

All students regardless of age, race, gender, religion, physical disability, class, etc., shall have equal opportunity without harassment in this course. Any problems with or questions about harassment can be discussed confidentially via email at: [hr@usilacs.org](mailto:hr@usilacs.org).

## **DRESS CODE**

For students enrolled who are attending in a classroom or via Skype, please be sure you are dressed modestly and respectfully. Please refer to [www.merriam-webster.com/dictionary/business%20casual](http://www.merriam-webster.com/dictionary/business%20casual). NO short shorts or skirts. Avoid low-cut tops. We want to present ourselves in a dignified manner at all times.

## **NETIQUETTE**

- Always read through all the comments of the class before responding. This will avoid duplicating comments or questions asked.
- Avoid language that could be offensive. All profanity is strictly prohibited. Remember that using all caps when replying online signifies shouting. This would be rude and combative.
- Be sensitive to the fact that there will be fellow students from all parts of the world with many differing backgrounds and languages. Remember that slang and idioms will most likely be misconceived and/or misinterpreted. These should be avoided.
- Respect others views or opinions.
- Be thoughtful of the privacy of others. Ask permission before sharing email addresses or other personal information.
- Do not forward inappropriate material such as: virus warnings, chain letters, jokes, etc. The sharing of pornographic material is strictly prohibited.
- Use good spelling and grammar. Avoid using texting shortcuts.

- Strive to compose your comments in a positive, supportive and constructive manner at all times.

Any of these offenses will be dealt with by the school disciplinary committee.

### **ADA ACCOMMODATIONS**

All reasonable accommodations will be provided for students with disabilities. Any student attending USILACS who needs an accommodation due to a chronic challenge (i.e. blindness, deaf or hard of hearing, mobility issues, psychological, or learning disability), register with:

USILACS Registrar's Office  
1221 Brickell Ave.  
Miami, FL 33131  
1-305-330-2202  
[registrarsoffice@usilacs.org](mailto:registrarsoffice@usilacs.org)

### **ACADEMIC DISHONESTY/CHEATING**

We encourage collaborating with others, either in person or online, to study and learn. When you complete your assignments or your exams, however, the wording has to be your own.

Plagiarism is the theft of someone else's work and ideas. You are permitted to cite or even quote someone else, however, you must properly cite them. There are two accepted ways of doing this. They are known as Modern Language Association (MLA) or American Psychological Association (APA). You can visit [www.citationmachine.net](http://www.citationmachine.net) for help in correctly citing information.

As a school that strives to maintain high moral standards, we strongly caution our students to be ethical and honest. Endeavor to be honest in conducting yourself in regard to any coursework you accomplish or exams you may take. Cheating is a dishonest practice.

### **REFERENCE MATERIALS**

The vast majority of textbooks are outdated by the time they are published. USILACS education programs are not based upon outdated printed textbooks. USILACS programs are based on the most accurate and reliable knowledge available; specifically, up-to-date vetted internet-based information.

For those who would like some reference or Internet search recommendations, we would recommend the following.

- (2015) Writing for Success: University of Minnesota Libraries
- (2016) How to Write a College Expository Essay: Michele Cooper, Hearst Seattle Media.
- (2017) Expository Writing - Writing to explain. Andie Worsley.

(2015) Expository Essay Writing. Sarah Kaleart.  
(2015) Lesson 2: Types of Writing. Brooks Winchell.  
(2015) Critical Reading Strategies. Spectrum Science.

## **MINIMUM REQUIRED SUPPLIES**

All students will need all of the following:

- Computer with camera, microphone, and speakers.
- Skype installed on the computer with an active Skype account.
- Internet
- Notebook paper
- Pens/pencils

If the student does not have a computer or internet, there will be some available for use at the school in the computer lab.

## **GRADING SYSTEM**

There will be three tests throughout the course. Each test will count for 33.3% of the final grade.

Grade	Percentage	Grade Point
A+	99	4.0
A	97	3.8
A-	94	3.7
B+	89	3.3
B	85	3.0
B-	81	2.7
C+	77	2.3
C	73	2.0
C-	69	1.7
D	66	1.0
F	59	0.0

All students must earn at least a “D” in order to pass the class.

## **ASSIGNMENTS**

### *Response Paper-*

You will be required to write a short response to an assigned text. Your response should be between 250-350 words in length. Explore areas of the reading that you found compelling, confusing, or thought-provoking. You should comment on some element of the text, such as the author’s tone, style, organization or argument. Include at least one question that would be helpful to our class discussion.

### *Persuasive Essay-*

Is a camera in a public place an invasion of privacy?

Pick a side on this issue. Write the essay in such a way as to persuade the reader to join your thinking on the matter. This paper should be between 1,000-1,500 words.

### *Informative Writing-*

Teaching English or literature in a foreign country.

Write an essay in which you investigate, explore, define, and explain the above topic. Use summaries of the information to develop your discussion. The purpose of this assignment is to learn how to write an informational essay and to integrate outside information into your writing. This should be at least 1,000 words long.

## **WEEKLY ASSIGNMENTS**

<b>Week 1</b>	Overview of course and coursework Becoming a Successful College Writer (1.3)
<b>Week 2</b>	The Writing Process: How Do I Begin? (8)
<b>Week 3</b>	Writing Essays: From Start to Finish (9)
<b>Week 4</b>	Rhetorical Modes (10.1-10.4) <i>Response report due</i>
<b>Week 5</b>	<i>Video review and Exam</i>
<b>Week 6</b>	Rhetorical Modes (10.5-10.9)
<b>Week 7</b>	The Purpose of Research Writing (11.1) Steps in Developing a Research Proposal (11.2)
<b>Week 8</b>	Managing Your Research Project (11.3) <i>Persuasive Essay due</i>
<b>Week 9</b>	<i>Video review and Exam</i>
<b>Week 10</b>	APA and MLA Documentation and Formatting (13)
<b>Week 11</b>	Strategies for Gathering Reliable Information (11.4) Critical Thinking and Research Applications (11.5)
<b>Week 12</b>	Writing a Research Paper (12) <i>Informative Writing Essay due</i>
<b>Week 13</b>	<i>Video review and Final exam</i>