



Instructor: H. Forsythe Paul

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Course Number: ENG100H5F L6001

Course Title: Effective Writing

Course description: This is an intensive writing course for students who wish to improve their skills in writing descriptive and persuasive prose. It begins with a review of the fundamentals, including grammar, punctuation, syntax, and paragraph structure. Subsequent lessons and in-class exercises (“workshops”) examine different academic and professional genres (the letter, essay, comparison essay, exam essay), as well as some issues (voice, inclusive language, plagiarism) which inform successful composition. The essay and the stages of essay-writing (planning, outlining, drafting, revision) are examined closely in the second half of the course. Frequent assignments and exercises are designed to develop students’ understanding of the elements and processes which promote clear, precise, and logical writing.

The course is NOT designed to provide basic proficiency in the English language. Students need a solid command of the English language to meet the course requirements.

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Required Reading:

The class textbook is Sarah Norton and Brian Green’s The Bare Essentials: Form B (Toronto: Harcourt, 2007). Students also need to have a dictionary with Canadian spelling, such as the Gage Canadian Dictionary or the Canadian Dictionary of the English Language. Other readings and course materials will be available on our course website.

First Authors to be Studied: Norton and Green, Pater, White

Method of Instruction: We’ll generally begin with a lecture and then move into workshops that explore the ideas and concepts explained in the lectures. As we move into the writing assignments, a portion of each week’s time will be devoted to peer editing and discussion. Instructions on peer editing will be provided in class.

Method of Evaluation:

Students will build a writer’s journal of drafts, assignments and exercises. An in-class quiz will follow our opening unit on grammar, syntax, and punctuation. There will be three essays (with peer editing), a participation mark and a final exam.