Advanced Writing (2)B
Spring 2004
National Chiao Tung University

Course Ref. No.: 1637
Course number: DFL 2108
Credit hours: 3
Instructor: Kien Ket Lim 林建國 (limk@mail.nctu.edu.tw)
Office: F314-C (Tel: 3-1792)
Office hour: Monday, 1:00 – 2:00 PM, and by appointment.
Class session time: Thursday, BCD (9:00 AM – 12:00 PM)
Classroom: F206.

Required textbooks:

Recommended:

General Information
1. Class attendance is mandatory. If you happen to be absent from class, you must report to the instructor for the make-up assignment and get an official leave of absence from the University administration to be qualified for the full attendance bonus grade (q.v. “Grading Scale”).

2. About your essays:
   a) In most cases, you write your essays in class in the booklet given to you.
   b) Time matters: Given that time is almost compressing each time you write your assignment in class, you must do your best to beat the 12:00 p.m. deadline.
   c) Essay record: On top of each essay, you must mark the week number (Week 1, Week 2, etc.) and the time (11:32 a.m., 10:55 a.m., etc.) you hand in your work.
   d) Mechanics: Each of your essays should be handwritten clearly in double spacing. Pay special attention to your spelling and punctuations.
   e) Ethics: Plagiarism will not be tolerated. Credits must be given to the authors or sources you cite, if any.
   f) Upload: When your writing assignment has been edited and returned to you, you must type and upload it to our website at e2.nctu.edu.tw, using your student ID and your Chinese name as the file name (example: “9188845 章雋硯”).

3. Dictionary matters: You are strongly discouraged from using an electronic dictionary in class. Students who should violate this rule will be penalized. Those

Further course-related information can be found at http://e2.nctu.edu.tw.
who are penalized for 3 times or more will not be allowed to take the midterm or the final examination (q.v. “Quizzes and Examinations”).

4. Switch off your cellular phones (if you bring one) and do not eat your breakfast in the classroom.
5. Have a good night sleep the evening before the class. You need energy to write a good essay.

Quizzes and Examinations
1. A quiz on the weekly assigned reading will be held at 9:00 a.m. at each meeting. There will be no make-up quiz for those who are late or absent.
2. There are four short questions in each quiz on William Zinsser’s On Writing Well alone, but not on Sixty Steps to Précis. The highest score is 5 points, while the least score you can get is 1 point.
3. If you should miss the quizzes for more than 3 times (i.e., for at least 4 times) the whole semester, you will not be allowed to take the final examination.
4. If you should miss either the midterm or the final examination, you cannot receive a passing grade for the course.
5. The midterm and final examinations comprise only essay writing. Assigned reading materials will not be included. You will be asked to write an essay (or essays) according to the video in English you are given to watch. No subtitles, English or Chinese, will be available on the video.

Grading Scale
1. Throughout the semester, there will be around 10 writing assignments, each of which will be graded with the scale of 1 to 10. The grades are interpreted as follows: 5 for satisfactory, 6 average, 7 fair, 8 very good, and 9 excellent. However, the highest grade you receive for a make-up assignment is 8.
2. There will be 16 quizzes, each of which will be graded with the scale of 1 to 5.
3. All students must participate in the class discussion. A special one-on-one interview, midterm and final each, will be given to students who do not speak up.
4. Keep all your compositions for your record. You might need to turn in the 5 best essays you have written for the semester at your final examination.
5. Your semester grade will be calculated according to the chart below:

<table>
<thead>
<tr>
<th>Component</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Essays (The sum of all your essay grades divided by 10 and multiplied by 3.0)</td>
<td>25</td>
</tr>
<tr>
<td>Quizzes (The sum of all your quizzes divided by 16 and multiplied by 4.0)</td>
<td>20</td>
</tr>
<tr>
<td>Class Participation</td>
<td>15</td>
</tr>
<tr>
<td>Midterm examination</td>
<td>20</td>
</tr>
<tr>
<td>Final examination</td>
<td>20</td>
</tr>
<tr>
<td>Extra bonus (with full attendance) 5% of total grade, with total 90 as ceiling</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>100</td>
</tr>
</tbody>
</table>
6. If you have a full attendance the whole semester, you will receive a 5% extra grade for your overall semester grade. For example, if your grade is 80, it will be increased to 84. If after the adjustment your grade exceeds 90, you receive 90.

**Course Schedule**

Week 1—2/19  
Writing assignment.  
*Sixty Steps to Précis*, essays 1-4.

Week 2—2/26  
*On Writing Well*. “Introduction” (ix-xii), Chap. 1 “The Transaction” (3-6).  
*Sixty Steps to Précis*, essays 5-8.

Week 3—3/4  
*On Writing Well*. Chap. 2 “Simplicity” (7-12), Chap. 3 “Clutter” (13-17).  
*Sixty Steps to Précis*, essays 9-12.

Week 4—3/11  
*On Writing Well*. Chap. 4 “Style” (18-24), Chap. 5 “The Audience” (25-32).  
*Sixty Steps to Précis*, essays 13-16.

Week 5—3/18  
*On Writing Well*. Chap. 6 “Words” (33-37), Chap. 7 “Usage” (38-46).  
*Sixty Steps to Précis*, essays 17-20.

Week 6—3/25  
*On Writing Well*. Chap. 9 “The Lead and the Ending” (55-67).  

Week 7—4/1  
Spring break. No class.

Week 8—4/8  
*On Writing Well*. Chap. 10 “Bits & Pieces” (68-92).  

Week 9—4/15  
Midterm examination.  
*On Writing Well*. Chap. 8 “Unity” (49-54), Chap. 11 “Nonfiction as Literature” (95-99).

Week 10—4/22  
*On Writing Well*. Chap. 12 “Writing about People: The Interview” (100-15).  
*Sixty Steps to Précis*, essays 29-32.
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Week 11—4/29
Sixty Steps to Précis, essays 33-36.

Week 12—5/6
Sixty Steps to Précis, essays 37-40.

Week 13—5/13
Sixty Steps to Précis, essays 41-44.

Week 14—5/20
On Writing Well. Chap. 18 “Writing about the Arts” (194-207).
Sixty Steps to Précis, essays 45-48.

Week 15—5/27
Sixty Steps to Précis, essays 49-52.

Week 16—6/3
On Writing Well. Chap. 21 “Enjoyment, Fear and Confidence” (243-54), Chap. 22
“The Tyranny of the Final Product” (255-64).
Sixty Steps to Précis, essays 53-56.

Week 17—6/10
Sixty Steps to Précis, essays 57-60.

Week 18—6/17
Final examination.
On Writing Well. Chap. 20 “The Sound of Your Voice” (233-42), Chap. 24 “Write
as well as You Can” (286-94).