



ESL 273/473 Introduction to the Essay Winter 2025

Instructor:	Daniel Chia-I Tung	Time:	Thursdays 1:30pm-3:20pm
Email:	tungdaniel@fhda.edu	Classroom:	L34
Zoom:	https://fhda-edu.zoom.us/my/tungdaniel	Office Hours:	Tuesdays 3:30pm-6:00pm on Zoom

Email is the best way to contact me, and please include your name and class.

Prerequisites

Placement by the ESL Guided Self-Placement Assessment., or completion of ESL 261 and ESL 265 with a grade of C or better.

Course Description

This is an introduction to the principles and techniques of academic essay writing based on critical reading and thinking.

Student Learning Outcomes

- Write well-developed essays that analyze and synthesize main ideas and differing viewpoints from a variety of academic reading materials.
- Demonstrate advanced grammar, sentence structures and vocabulary in writing.
- Evaluate one's own writing for rhetorical structure and clarity by means of revision and editing.

Course Objectives

- Read, comprehend and analyze texts from a variety of cultural, societal and personal perspectives.
- Write expository essays, each about 1000-1250 words in length, on a variety of academic topics in response to texts that demonstrate critical thinking and support ideas with evidence.
- Develop writing process skills including brainstorming, outlining, revising and editing of own and peers' writing.
- Demonstrate strong competence in using advanced sentence structure, grammar, vocabulary, spelling, punctuation, and other mechanics.
- Employ basic MLA citation and format style.

Required Materials

Textbook: **Great Writing 4**
Author: Folse, Keith S.
ISBN: 9798214333090

Attendance

Attend every class and arrive a few minutes before class begins. **You may be dropped from the course if you miss class.** Attendance is directly related to your success. If you are absent or late, please contact a classmate or check Canvas to find out what you missed. If for any reason you decide to withdraw from the course, please let me know AND drop the course yourself by phone or online to avoid getting a failing grade.

Course Assignments

❖ **Quizzes:** You will have **four quizzes** on grammar and writing techniques. **NO late or make up quizzes allowed.**

❖ **Essays:**

1. **First take-home** essay [Comparison Essay] (**1000-1250 words**)
2. **First in-class** essay [Argument Essay 1.0] (**800-1000 words**)
3. **Second take-home** essay (revision of first in-class essay) [Argument Essay 2.0] (**1000-1250 words**)
4. **Second in-class** essay (during finals week) [Cause-Effect Essay] (**800-1000 words**)

Grading Categories:

Essays	80%
Quizzes	20%
Total	100%

Grading Scale:

97-100	= A+	77-79	= C+
93-96	= A	70-76	= C
90-92	= A-	67-69	= D+
87-89	= B+	63-66	= D
83-86	= B	60-62	= D-
80-82	= B-	≤ 59	= F

Non-Credit ESL Policy Statement

All requirements and policies for noncredit classes are exactly the same as credit classes - including course content, assignments, grading, and attendance. Noncredit students are expected to come to every class, study, and do homework just like credit students.

Non-Credit Certificates are available: <https://www.deanza.edu/esl/noncredit>

Academic Honesty

All assignments must be done BY YOURSELF. Any form of cheating will NOT be tolerated in any case, and it will lead to an automatic F for that assignment and possibly even for the course. Cheating includes, but is not limited to:

- Copying from another student's homework, or any other material (including online materials).
- Having someone else do your assignment and submitting it as your own.
- Copying ANYTHING from the Internet

Electronic Devices

You will be required to refrain from using electronics in a distracting and/or disruptive manner during class time.

Classroom Behavior

Please listen respectfully to others in class. Sometimes we may disagree with each other, but it is important to do so in a respectful way. Also, unless it's an emergency, please remain in our class until it is over. Anyone showing disrespectful or disruptive behavior may be asked to leave the class.

Disability

Any student who feels he/she may need an accommodation based on the impact of a disability should contact the instructor privately to discuss their specific needs. Please contact the Disability Support Services or the Educational Diagnostic Center to coordinate reasonable accommodations for students with documented disabilities.

Important Dates

January 6	First day of winter quarter
January 19	Last day to add 12-week classes
January 19	Last day to drop classes without a W
January 20	Martin Luther King Jr. Holiday - no classes, offices closed
February 14-17	Presidents' Holiday - no classes, offices closed
February 28	Last day to drop classes with a W
March 24-28	Final exams

Community Resources

At De Anza, you can find academic and social support through your [Guided Pathways Village](#). Each [Village Space](#) is a place on campus where you'll **find a community** of students, faculty and staff members who share your interests, along with events, **services, and resources** that are relevant to **your major**. The Villages are a [great starting point](#) for the whole college experience:

- Each Village offers events and fun activities keyed to your major and related subjects.
- Each Village has space for you to study alone or in groups.
- Each Village has charging stations, books, and games
- Each Village has student ambassadors, instructional faculty, and counselors available to help you.
- Each Village has Support Service professionals and information to help you find the support you need.
- Each Village can be reserved for club, group, or class use, so if you belong to a group looking for a great space to have meetings, ask us how to reserve your space and time!
- Villages are generally open from 10am to 3pm, Monday through Thursday, but there are also special event hours, so check with your Village!

Cross Cultural Partners (CCP) seeks to promote cross cultural friendships and improve English language communication between De Anza College students from English as a Second Language (ESL) and non-ESL classes, thus enhancing understanding and appreciation for cultural diversity in an informal and relaxed atmosphere. If you want to **make friends with different cultural backgrounds**, CCP is the place! <https://www.deanza.edu/ccpartners/>

Free online tutoring available to all De Anza students! Just login to MyPortal, go to the Students tab, and find the Smarthinking link. You can work with a tutor live (hours vary by subject) or post a question or piece of writing for a response. For more information, go to <http://deanza.edu/studentssuccess/onlinetutoring/>

Student Success Center: <https://www.deanza.edu/studentssuccess/>

Listening and Speaking Center (LSC) <https://www.deanza.edu/studentssuccess/lsc/>

Writing and Reading Center (WRC): <https://www.deanza.edu/studentssuccess/wrc/>

What You Can Expect of Me

I plan to interact and engage with each of you regularly throughout the term to support your learning.

- I will provide direct instruction related to the course's learning objectives,
- I will respond to your questions within 24 hours,
- I will grade and provide feedback on your submitted coursework within 48 hours,
- I will post announcements every week and engage in the course discussion areas regarding academic course content when appropriate.

I am here for you. If you have questions, concerns, feedback, or just want to chat, we can talk via Zoom or email.

What I Expect of You

- You will strive to be an active participant in this course and aim to meet due dates.
- You will maintain an open line of communication with me so I understand how to support you.
- You will treat others with dignity and respect.
- You will contact me if you have any concerns about assignments or due dates.
- You will give yourself grace. You may make mistakes, as a part of learning and growing.

In the event you stop participating in class, I will reach out to you via email. Let's work together so that you succeed in your goals.

Contact Me

Please reach out to me if you need anything. You can

- email me at tungdaniel@fhda.edu
- use the Inbox feature on Canvas

I will respond to you within 24 hours.

We can schedule to meet online during my office hours (Tuesdays 3:30pm-6:00pm) *or* at a time that is more convenient for you.

I am confident you will develop the knowledge and discipline you need to do well in this course. I will send reminders out to you regarding upcoming deadlines and you are free to work ahead. If you are struggling for any reason, please reach out to me so that we can work together.

Ways You Will Hear from Me

During this course, I will post an announcement that will be sent out (it will also be available in the Announcements tab) every week with an update for the week, reminders, and support material.

At the end of each week, if you haven't submitted work or have not logged in, you will be hearing from me in Canvas Inbox. I will send a group message to all students who haven't submitted an assignment. This is a warm nudge to remind you or figure out if you need additional support. This isn't about being "in trouble"; rather it is a reminder of the support you have.

At the end of Week 6, I will send out a link to support services through De Anza Connect, if needed.

For the discussion posts, I will respond to students within the discussion, offering guidance, asking questions, etc. Be sure to always read my comments on other students' posts. I will make private comments in discussion posts if an issue or question comes up or if more guidance is needed.

Be sure that you have set your notifications for the course, so you don't miss out on an important message.

Grades

All work will be graded within 48 hours of the deadline. I will provide feedback on SpeedGrader with annotated and personalized comments on your essays so that you can see how you are doing and any actions you need to take to improve your assignments. Essays will be graded following the essay grading rubric. All grades will be posted in the Canvas gradebook.

- How to [view grades](#) and instructor comments
- How to view [annotation feedback](#) an assignment

Please do not hesitate to reach out to me with any questions or concerns. I am here to help you succeed.

Tentative Schedule

	<u>Thursday</u>	<u>Homework</u>
Week 1 1/9	<ul style="list-style-type: none"> • Course Overview, Introductions • Unit 1: Introduce Essays and Essay Outlines 	<ul style="list-style-type: none"> • Buy Textbook!
Week 2 1/16	<ul style="list-style-type: none"> • Unit 3: Comparison Essays • Grammar 1: Adjectives Clauses and Adjective Clause Reductions 	<ul style="list-style-type: none"> • Comparison Essay Outline
Week 3 1/23	<ul style="list-style-type: none"> • Finish Unit 3 • Quiz 1: Adjectives Clauses and Adjective Clause Reductions 	<ul style="list-style-type: none"> • <i>Bring Comparison Essay Peer Review Draft to Class</i>
Week 4 1/30	<ul style="list-style-type: none"> • Peer Review • Unit 4: Argument Essays • Grammar 2: Modal Verbs, Conditional Statements, Qualifiers 	<ul style="list-style-type: none"> • Comparison Essay First Draft
Week 5 2/6	<ul style="list-style-type: none"> • Finish Unit 4 • Quiz 2: Modal Verbs, Conditional Statements, Qualifiers 	<ul style="list-style-type: none"> • Comparison Essay Final Draft
Week 6 2/13	Argument Essay 1.0 (In-Class Writing) (1:30pm-3:20pm)	
Week 7 2/20	<ul style="list-style-type: none"> • Academic Research Methods • Evidence: Quotes and Paraphrases • MLA Format: In-text and End-of-text Citations 	<ul style="list-style-type: none"> • Study MLA Format: In-text and End-of-text Citations
Week 8 2/27	<ul style="list-style-type: none"> • Unit 5: Problem-Solution Essays • Grammar 3: Verb Tenses, Adverb Clauses 	<ul style="list-style-type: none"> • Argument Essay 2.0 Outline with Evidence
Week 9 3/6	<ul style="list-style-type: none"> • Finish Unit 5 • Quiz 3: Verb Tenses, Adverb Clauses 	<ul style="list-style-type: none"> • <i>Bring Argument Essay 2.0 Peer Review Draft to Class</i>
Week 10 3/13	<ul style="list-style-type: none"> • Peer Review • Unit 2: Cause-Effect Essays • Grammar 4: Sentence Boundaries, Noun Clauses 	<ul style="list-style-type: none"> • Argument Essay 2.0 First Draft
Week 11 3/20	<ul style="list-style-type: none"> • Finish Unit 2 • Quiz 4: Sentence Boundaries, Noun Clauses 	<ul style="list-style-type: none"> • Argument Essay 2.0 Final Draft
Week 12 3/27	Cause-Effect Essay (In-Class Writing) (1:45pm-3:45pm)	