



Course Schedule

The course has 24 class sessions in total. All sessions are 2 hours and 15 minutes in length.
Note: the course outline and required readings are subject to change.

Class 1:

Introduction to Nonfiction Writing

The Transaction

Reading: Ch.1

Class 2:

Simplicity & Clutter

Reading: Ch.2 & Ch.3

Class 3:

Style & The Audience

Reading: Ch.4 & Ch.5

Class 4:

Words & Usage

Reading: Ch.6 & Ch.7

Paper 1

Class 5:

Unity

Reading: Ch.8

Class 6:

The Lead and the Ending

Reading: Ch.9

Class 7:

Bits & Pieces

Reading: Ch.10

Class 8:

Nonfiction as Literature

Reading: Ch.11

Class 9:

Writing About People : The Interview

Reading: Ch.12



Class 10:

Writing About People : The Interview (Cont.)

Reading: Ch.12

Class 11:

Writing About Places: The Travel Article

Reading: Ch.13

Class 12:

Writing About Places: The Travel Article(Cont.)

Reading: Ch.13

Paper 2

Class 13:

Writing About Yourself: The Memoir

Reading: Ch.14

Class 14:

Writing About Yourself: The Memoir (Cont.)

Reading: Ch.14

Class 15:

Themed Discussion

Class 16:

Science and Technology

Reading: Ch.15

Class 17:

Science and Technology (Cont.)

Reading: Ch.15

Class 18:

Business Writing : Writing in Your Job

Reading: Ch.16

Class 19:

Business Writing : Writing in Your Job (Cont.)

Reading: Ch.16

Class 20:

Sports, Writing About the Arts: Critics and Columnists, Humor

Reading: Ch.17 & Ch.18 & Ch.19



Paper 3

Class 21:

The Sound of Your Voice

Enjoyment, Fear and Confidence

Reading: Ch.20 & Ch.21

Class 22:

The Tyranny of the Final Product

A Writer's Decisions

Reading: Ch.22 & Ch.23

Class 23:

Review and Reflections on Your Own Writing

Class 24:

Exam: Essay

Attending Policy

Regular and prompt attendance is required. Under ordinary circumstances, you may miss two times without penalty. Each absence over this number will lower your course grade by a third of a letter and missing more than five classes may lead to a failing grade in the course. Arriving late and/or leaving before the end of the class period are equivalent to absences.

Policy on "Late Withdrawals"

In accordance with university policy, appeals for late withdrawal will be approved ONLY in case of medical emergency and similar crises.

Academic Honesty

Hunan University expects all students to do their own work. Instructors will fail assignments that show evidence of plagiarism or other forms of cheating, and will also report the student's name to the University administration. A student reported to the University for cheating is placed on disciplinary probation; a student reported twice is suspended or expelled.

General Expectations:

Students are expected to:

- Attend all classes and be responsible for all materials covered in class and otherwise assigned;
- Complete the day's required reading and assignments before class;
- Review the previous day's notes before class and make notes about questions you have



about the previous class or the day's reading;

- Participate in class discussions and complete required written work on time;
- Refrain from texting, phoning or engaging in computer activities unrelated to class during the class period;
- While class participation is welcome, even required, you are expected to refrain from private conversations during the class period.

Special Needs or Assistance

Please contact the Administrative Office immediately if you have a learning disability, a medical issue, or any other type of problem that prevents professors from seeing you have learned the course material. Our goal is to help you learn, not to penalize you for issues which mask your learning.