

STUDENT BOOK TABLE OF CONTENTS

Introduction

Overview of the Year's Sequence
General Instructions

Week 1 Review: Narrative Summaries and Three-Level Outlines

Day One: Review narrative summaries

Focus: Writing a brief narrative summary

Step One: Review narrative summaries
Step Two: Prepare
Step Three: Reread
Step Four: Practice

Day Two: Condensed narrative summaries

Focus: Shortening a narrative summary to its briefest form

Step One: Condense
Step Two: Prepare
Step Three: Practice
Step Four: Condense

Day Three: Review three-level outlines

Focus: Constructing a three-level outline

Step One: Review one- and two-level outlines
Step Two: Review three-level outlines
Step Three: Prepare
Step Four: Practice

Day Four: Copia review I

Focus: Working with nouns and adjectives to vary sentences

Step One: Review noun and adjective transformations
Step Two: Provide new examples
Step Three: Practice transformations

Week 2 Introduction to Topic Sentences

Day One: Introduction

Focus: Understanding and identifying topic sentences

Step One: Understand topic sentences
Step Two: Identify topic sentences
Step Three: Supply topic sentences

Day Two: Topic sentences in descriptions

Focus: Understanding topic sentences in descriptions of persons

Step One: Analyze

Step Two: Identify topic sentences

Step Three: Supply topic sentences for paragraphs of description

Day Three: Topic sentences in chronological narratives

Focus: Understanding topic sentences in chronological narratives

Step One: Analyze

Step Two: Identify topic sentences

Step Three: Supply topic sentences for chronological narratives

Day Four: Write

Focus: Writing paragraphs of description and narration, making use of topic sentences

Step One: Brainstorm your description

Step Two: Brainstorm your chronological narration

Step Three: Write

Step Four: Proofread

Week 3 Review: Documentation, Plagiarism, Introductions and Conclusions

Day One: Documentation

Focus: Reviewing proper format for documentation

Step One: Review footnotes, endnotes, in-text citations, and the Works Cited page

Step Two: Understand proper format for magazine articles, Web sites, and ebooks

Step Three: Find the mistakes

Day Two: Plagiarism

Focus: Reviewing the definition of plagiarism

Step One: Review the definition of common knowledge

Step Two: Analyze

Step Three: Research

Day Three: Introductions and Conclusions

Step One: Review the Introductions and Conclusions chart

Step Two: Analyze introductions

Step Three: Analyze conclusions

Step Four: Write

Day Four: Copia review II

Focus: Working with verb forms to vary sentences

Step One: Review verb transformations

Step Two: Provide new examples

Step Three: Practice transformations

Weeks 4-5 Independent Composition

Step One: Create brainstorming maps

Step Two: Resource collection

Step Three: Pre-reading, Part I

Step Four: Choose tentative *topoi* and elements

Step Five: Pre-reading, Part II

Step Six: Take notes

Step Seven: Draft the main *topos*

Step Eight: Add other *topoi*

Step Nine: Provide an introduction and conclusion

Step Ten: Title

Step Eleven: Construct the Works Cited page

Step Twelve: Proofread

Week 6 Narration by Significance

Day One: Introduction to the Four-Level Outline

Focus: Understanding the purpose of four-level outlines

Step One: Understand the four-level outline

Step Two: Practice the four-level outline

Step Three: Further practice in the four-level outline

Day 2: Analyzing the *topos*

Focus: Understanding the form of a narrative by significance

Step One: Examine the basic form of a narrative by significance

Step Two: Analyze

Step Three: Write down the pattern of the *topos*

Step Four: Additional analysis

Day 3: Creating an Outline

Focus: Planning out a brief narrative by significance.

Step One: Read

Step Two: Plan the theme

Step Three: Understand how to create a working outline

Step Four: List events and happenings

Day Four: Write

Focus: Writing a brief narrative by significance

Step One: Organize
Step Two: Write
Step Three: Proofread

Week 7: Independent Composition: Narrative by Significance in History

Step One: Choose a tentative theme	30 minutes
Step Two: Resource collection	2 hours
Step Three: Pre-reading	1 1/2-2 hours
Step Four: Take notes	1 1/2-2 hours
Step Five: Organize	30 minutes
Step Six: Write	2 hours
Step Seven: Title	15 minutes
Step Eight: Construct the Works Cited page	15 minutes
Step Nine: Proofread	30 minutes

Weeks 8-9 Literature

Week 8: Writing About Fiction, Part I

Day One: Read

Focus: Reading

Step One: Learn about the author
Step Two: Read

Day Two: Reread

Focus: Understanding the language and context of the story

Step One: Research historical issues
Step Two: Define vocabulary
Step Three: Reread

Day Three: Summarize

Focus: Writing a brief chronological plot summary

Step One: List important events
Step Two: Write a brief summary
Step Three: Condense
Step Four: Condense down to one-sentence

Day Five: Summarize by importance

Focus: Writing a narrative by significance as a summary

Step One: List important events
Step Two: Categorize
Step Three: Write the summary

Week 9: Writing About Fiction, Part II

Day 1: Identify literary elements

Focus: Understanding the literary elements of a short story

Step One: Review the chart

Step Two: Decide on terms that apply to the story

Step Three: Talk about the terms

Step Four: Write

Day 2: Research

Focus: Finding out what critics have already said

Step One: Understand the purpose of reading criticism

Step Two: Read the critics

Step Three: Take notes

Step Four: Put the critical observations into your own words

Days 3 and 4: Write

Focus: Writing an original essay of literary criticism

Step One: Organize your “prewriting” notes by significance

Step Two: Organize the remaining notes

Step Three: First draft

Step Four: Incorporate quotes and additional details

Step Five: Revise

Step Six: Conclusion and title

Step Seven: Proofread

Week 10: Instructional Sequence

Day 1: Introduction to Instructional Sequence

Focus: Reading and following an instructional sequence

Step One: Read the instructional sequence

Step Two: Practice the instructional sequence

Step Three: Perform!

Day 2: Analyzing the Topos

Focus: Understanding the form of a narrative by significance

Step One: Analyze the topos

Step Two: Understand the purpose of the topos

Step Three: Examine another example of the topos

Step Four: Write down the pattern of the topos

Day 3: Writing an Instructional Sequence

Focus: Writing an effective instructional sequence

Step One: Choose your topic

Step Two: List the steps of the sequence

Step Three: Fill in results where possible

Step Four: Write introductory paragraph and finalize composition

Step Five: Test!

Day 4: Copia Review III: Varying by Equivalence

Focus: Reviewing how to turn positives into negatives and vice versa

Step One: Review transformations

Step Two: Provide new examples

Step Three: Practice transformations

Week 11: Experimental Sequence

Day 1: Read and Experiment

Focus: Following and understanding an experimental sequence

Step One: Read

Step Two: Experiment

Step Three: Analyze

Step Four: Write down the pattern of the *topos*

Day 2: Prepare

Focus: Understanding the principles behind scientific experimentation

Step One: Complete the experiment

Step Two: Review the scientific method

Step Three: Understand a famous experiment

Step Four: Be aware of the two kinds of experiments

Days 3-4: Practice the Topos

Focus: Designing and writing an experimental sequence

Step One: Choose a theory or set of observations to investigate

Step Two: Research

Step Three: Formulate a hypothesis

Step Four: Devise and perform an experiment

Step Five: Write the experimental sequence

Step Six: Title

Step Seven: Proofread

WEEKS 12-13 Explanation by cause and effect

Week 12: Introduction to Explanation by Cause and Effect in History

Day 1: Review topics in history

Focus: Reviewing the forms used in historical writing

Step One: Review the forms

Step Two: Read

Step Three: Identify the forms

Day 2: Introduction to Explanation by Cause and Effect in History, Part I

Focus: Using the four-level outline in analysis

Step One: Read

Step Two: Identify the major topic of each paragraph

Step Three: Complete the four-level outline

Step Four: Analyze

Day 3: Introduction to Explanation by Cause and Effect in History, Part II

Focus: Understanding the form of the explanation by cause and effect

Step One: Write down the pattern of the topics

Step Two: Read

Step Three: Complete the four-level outline

Step Four: Analyze

Day 4: Rules of Cause and Effect

Focus: Introduction to the logical principles of history writing

Step One: Introduction to cause and effect in history

Step Two: Beware of logical fallacies

Step Three: Identify the fallacy

Week 13: Writing an Explanation by Cause and Effect in History

Step One: Read

Step Two: Construct a timeline

Step Three: Reread

Step Four: Settle on groupings of events

Step Five: Take notes

Step Six: Write body of composition

Step Seven: Write introductory paragraph

Step Eight: Revise

Step Nine: Title and Works Cited page

Step Ten: Proofread

Week 14: Independent Project: Explanation by Cause and Effect in History

Step One: Choose topic
Step Two: Resource collection
Step Three: Read
Step Four: Construct a timeline
Step Five: Reread
Step Six: Settle on groupings of events
Step Seven: Take notes
Step Eight: Write the body of composition
Step Nine: Write introductory paragraph
Step Ten: Revise
Step Eleven: Title and Works Cited page
Step Twelve: Proofread

Weeks 15-16 Poetry

Week 15: Writing About Poetry, Part I

Day 1: Read

Focus: Reading

Step One: Read

Step Two: Read out loud (selected stanzas)

Day 2: Summarize

Focus: Writing and condensing a narrative summary

Step One: Talk

Step Two: List important events

Step Three: Write a brief plot summary

Step Four: Condense

Day 3: Analyze Form

Focus: Understanding meter, rhyme scheme, and stanza form

Step One: Review terms

Step Two: Meter and rhyme scheme

Step Three: Discuss

Day Four: Initial Research

Focus: Identifying important aspects of the poem

Step One: Understand the purpose of reading criticism

Step Two: Read reference works

Week 16: Writing About Poetry, Part II

- Step One: Re-examine the text
- Step Two: Read and take notes
- Step Three: Organize
- Step Four: Write first draft
- Step Five: Introduction, conclusion, and title
- Step Six: Revise and proofread

Week 17: Explanation by Cause and Effect in Science, Part I

Day 1: Review topics in science

Focus: Reviewing the forms used in scientific writing

- Step One: Review the forms
- Step Two: Read
- Step Three: Identify the forms

Day 2: Introduction to Explanation by Cause and Effect in Science, Part I

Focus: Using the four-level outline in analysis

- Step One: Read
- Step Two: Identify the topics and subtopics
- Step Three: Analyze

Day 3: Introduction to Explanation by Cause and Effect in Science, Part II

Focus: Understanding the form of the explanation by cause and effect

- Step One: Write down the pattern of the topics
- Step Two: Complete the four-level outline
- Step Three: Add to the topics

Day 4: Rewrite

Focus: Rewriting an explanation by cause and effect from an outline

- Step One: Reread your outline
- Step Two: Plan your additional element
- Step Three: Rewrite
- Step Four: Compare

Week 18: Explanation by Cause and Effect in Science, Part II

- Step One: Read
- Step Two: List
- Step Three: Reread
- Step Four: Take notes about specific events
- Step Five: Decide on the general cause
- Step Six: Take notes about results

Step Seven: Write body of composition
Step Eight: Write definition/introduction
Step Nine: Write anecdote/narrative story
Step Ten: Revise
Step Eleven: Title and Works Cited page
Step Twelve: Proofread

Week 19: Independent Project: Explanation by Cause and Effect in Science

Step One: Choose topic
Step Two: Resource collection
Step Three: Read
Step Four: List specific events
Step Five: Reread
Step Six: Take notes about specific events
Step Seven: Decide on the general cause
Step Eight: Take notes about results, definition, and narrative (optional)
Step Nine: Write
Step Ten: Revise
Step Eleven: Title and Works Cited page
Step Twelve: Proofread

Weeks 20-21: Movie Review

Week 20: Preparing to Write the Movie Review

Day 1: Watch

Focus: Watching the movie

Step One: Choose your movie
Step Two: Watch

Day 2: Read

Focus: Becoming familiar with professional movie reviews

Step One: Search for reviews
Step Two: Read

Day 3: Analyze

Focus: Identifying the elements of a movie review

Step One: Understand the elements of a review
Step Two: Analyze

Day Four: Prepare

Focus: Preparing to write the review

Step One: List major events

Step Two: Rewatch and finish list

Step Two: List reactions

Week 21: Writing the Movie Review

Days One and Two: Write

Focus: Writing the review

Step One: Rewatch

Step Two: Plot summary

Step Three: "Genus" statement

Step Four: Positives

Step Five: Negatives

Step Six: Conclusion

Day Three: Revise

Focus: Finalizing the review

Step One: Revise

Step Two: Rewatch

Step Three: Proofread

Day Four: "Publish"

Focus: Discovering reader reaction to the review

Step One: Recruit readers

Step Two: Movie viewing

Step Three: Collect reactions

Week 22: Review: Place Description and Chronological Narrative

Day One: Read

Focus: Reading and identifying topoi

Step One: Congratulate yourself

Step Two: Review

Step Three: Read

Step Four: Reread

Day Two: Analyze

Focus: Analyzing form, technique, and language

Step One: Find the main events

Step Two: Identify the places that go back in time

Step Three: Examine the introduction and conclusion

Step Four: Examine the place descriptions
Step Five: Understand London's use of repetition

Days Three and Four: Write

Focus: Writing a chronological narrative that includes place description and repetition

Step One: Choose a subject
Step Two: Write the chronological narrative
Step Three: Go back in time ("recap")
Step Four: Write the description
Step Five: Write the introduction
Step Six: Rewrite selected sentences with repetition
Step Seven: Assemble composition
Step Eight: Proofread

Week 23: Place Description and Chronological Narrative: The Ascent of Everest

Step One: Read
Step Two: Reread
Step Three: List and group main events
Step Four: Take notes for narrative and description
Step Five: Write chronological narrative and "recap"
Step Six: Write and edit description
Step Seven: Write introduction and conclusion
Step Eight: Assemble and rewrite elements of composition
Step Nine: Title and Works Cited
Step Ten: Proofread

Week 24: Analysis & Review

Day One: Analyze *Beginner's Guide to the Scientific Method*

Focus: Reading and analysis

Step One: Read and reread
Step Two: Identify elements
Step Three: Paragraph and sentence analysis

Day Two: Analyze "The Country of Mexico"

Focus: Reading and analysis

Step One: Read and reread
Step Two: Identify elements
Step Three: Paragraph and sentence analysis

Day Three: Analyze "Sir Thomas More"

Focus: Reading and analysis

Step One: Read and reread

Step Two: Identify elements

Step Three: Paragraph and sentence analysis

Day Four: Analyze “The Passenger Pigeon”

Focus: Reading and analysis

Step One: Read and reread

Step Two: Identify elements

Step Three: Paragraph and sentence analysis

Weeks 25, 26 & 27: Independent Short Projects

Step One: Create brainstorming maps [optional]

Step Two: Resource collection

Step Three: Pre-reading

Step Four: Choose *topoi*

Step Five: Take notes

Step Six: Organize notes into order

Step Seven: Write first draft

Step Eight: Write introduction and conclusion

Step Nine: Title and Works Cited page

Step Ten: Revise

Step Eleven: Proofread

Week 28: Comparing Fiction & Poetry, Part I: Preparing to Write

Day One: Read

Focus: Reading

Step One: Read “The Garden Party”

Step Two: Read “Death Be Not Proud”

Step Three: Reread “The Garden Party”

Step Four: Reread “Death Be Not Proud”

Day Two: Summarize

Focus: Writing brief summaries

Step One: List important events in the story

Step Two: Write a brief summary of the story

Step Three: Paraphrase the poem

Step Four: Summarize the poem

Day Three: Analyze “The Garden Party”

Focus: Understanding the literary elements of the story

- Step One: Identify basic literary elements
- Step Two: Grasp the basic concepts of modernist fiction
- Step Three: Understand the “psychological plot”

Day Four: Analyze “Death Be Not Proud”

Focus: Understanding the structure of the poem

- Step One: Examine meter and rhyme scheme
- Step Two: Identify sonnet type
- Step Three: Grasp the basic concepts of metaphysical poetry
- Step Four: Identify metaphysical elements

Week 29: Comparing Fiction & Poetry, Part II: Research & Writing

Day One: Research “The Garden Party”

Focus: Finding and understanding critical works

- Step One: Read the critics
- Step Two: Take notes
- Step Three: Put the critical observations into your own words

Day Two: Research “Death Be Not Proud”

Focus: Finding and understanding critical works

- Step One: Read the critics
- Step Two: Take notes
- Step Three: Put the critical observations into your own words

Day Three & Four: Write

Focus: Writing an original essay of literary criticism

- Step One: Organize your prewriting notes on “The Garden-Party”
- Step Two: Draft the first part of the composition
- Step Three: Organize your prewriting notes on “Death Be Not Proud”
- Step Four: Draft the second part of the composition
- Step Five: Make up a comparison/contrast chart
- Step Six: Draft the final part of the composition
- Step Seven: Assemble composition and incorporate quotes
- Step Eight: Revise
- Step Nine: Introduction, conclusion, and title
- Step Ten: Proofread

Weeks 30 & 31: Original Essay in Literary Criticism

- Step One: Read
- Step Two: Find necessary background information
- Step Three: Reread

Step Four: Summarize
Step Five: Analyze
Step Six: Learn about the author
Step Seven: Find critical analysis
Step Eight: Draft
Step Nine: Revise
Step Ten: Proofread

Week 32: Outlining and Rewriting

Day 1: Read

Focus: Reading and understanding a classic essay

Step One: Read
Step Two: Discuss
Step Three: Reread

Day 2: Outlining and Analyzing

Focus: Understanding the structure of the essay

Step One: Three-level outline
Step Two: Analysis

Day 3: Rewriting

Focus: Rewriting a classic essay from an outline

Step One: Reread
Step Two: Review the model
Step Three: Rewrite

Day 4: Copia

Focus: Figurative language and plain language

Step One: Review plain and figurative language
Step Two: Understand how to transform Ernest Hemingway's sentences
Step Three: Transformations

Week 33: Independent Composition: Modeled on a Classic Essay

Step One: Understand the assignment
Step Two: Brainstorm a topic
Step Three: Pre-writing
Step Four: Draft the composition
Step Five: Revise
Step Six: Proofread

Weeks 34-36: Final Project

Step One: Create brainstorming maps
Step Two: Resource collection
Step Three: Pre-reading, Part I

Step Four: Choose tentative *topoi* and elements

Step Five: Pre-reading, Part II

Step Six: Take notes

Step Seven: Draft the main *topos*

Step Eight: Add other *topoi*

Step Nine: Provide introduction, conclusion, and title

Step Ten: Revise

Step Eleven: Construct the Works Cited page

Step Twelve: Proofread

Afterword

Appendix I: Literature

Appendix II: Poetry

Appendix III: Works Cited

Appendix IV: Permissions