Instructor Information

- Instructor: Benjamin Heller

Overview of Course

Day 1: The mechanics of good sentences
- Introductions and objectives
- Principles of good writing
  - Clear
  - Concise
  - Compelling
- Grammar fundamentals
  - Subject-verb agreement
  - Tense consistency
  - Active vs. passive voice
  - Punctuation
- Sentence fundamentals
  - Subordinate and insubordinate clauses
  - Sentence length
  - Varying word choice
- Answer student questions
- Optional homework for next week

Day 2: The structure of good writing
- Review content from last week
- Review homework from last week
- Components of successful structure
  - Thesis
  - Topic sentences
  - Introduction and conclusion
- Different types of writing and how to choose which one is right for your purposes
- Op-eds
- Memos
- Research papers
- Reading responses
- Citing your sources
- Answer student questions
- Review and close