



# COM 32

## Writing in English

### Week 7 Notes

May 18, 2010

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# Outline

- Review from last class
- Comments on Assignment 3 revision and Assignment 4
- Online research: Zina Shapiro
- Spot the errors
- An introduction to introductions
- Williams 7 homework
- Williams 8 intro



# Review from Last Class

- Comments on Assignment 3—draft and revision
- Spot the errors
- Assignment 4 proposal discussion
- Williams 6 homework
- Williams 7 intro



# Assignment 3 - Revision

- Important: review and rewrite your paper to reinforce corrections
- Note: On some papers I'm not correcting everything and may have limited style comments.
- Check your grading option—you may change anytime *before* the last class. Review the syllabus for details.



# Assignment 4

- If taking the course for a grade or pass/no credit, be sure you meet the minimum word total for your draft (500)
- If there is anything specific you want me to respond to, leave a comment
- Rewrite at least once before turning your draft in—look for obvious English errors & try to connect to Williams' principles



# Online Research

Zina Shapiro

Library Specialist, Jackson Library, Stanford  
Graduate School of Business



# Spot the errors

- Handout
- Look for mistakes in grammar, word choice or punctuation
- Consider ways the sentences could be improved stylistically



# Introductions

- Examples
- John Swales' "three-move" introduction formula: [handout](#)
- Williams & Colomb Lesson 10, three-part introduction: [handout](#)



# Williams Lessons

- Williams Lesson 7 – Review homework in groups
- Williams Lesson 8 – Concision: [handout](#)  
Note—this also includes the next assignment



# Conclusion

- Summary
  - Assignment notes
  - Online research
  - Spot the errors
  - Introductions
  - Williams Lessons 7 and 8
- Questions?