English Composition I  ENC-101-TE

This TECEP® evaluates the content covered in an introductory course in expository writing. It emphasizes purpose and audience awareness in various types of writing. 3 s.h.

- Test format: 3 essays (33 or 34 points each)
- Passing score: 70% (70/100 points). Your grade will be reported as CR (Credit) or NC (No Credit).
- Time limit: 3 hours
- You may use a dictionary and a writer’s handbook during the exam.

Topics on the test and their approximate distribution

Below is a list of topics covered by this exam and their weight (i.e. how much of the test is made up of questions from that section.) If you would like additional materials to help augment your prior knowledge on these topics, we have also included a list of free and openly-licensed study aids. These materials have been selected by subject matter experts and should give you a good foundation on the topics covered in this exam.

1. **PROBLEM-SOLUTION DESCRIPTION, EXPLANATION, AND EVALUATION (15%)**
   Description of a problem, explanation of solution, evaluation of outcome
   - **Successful Writing:** “Process Analysis”; “Process Analysis Essay” (Sample process essay; links to further examples at the end of this page)

2. **ANALYSIS AND PERSUASION (15%)**
   Use of analysis to inform argumentative writing
   - **Successful Writing:** “Persuasion” (The persuasive essay); “Persuasive Essay” (Sample persuasive essay; links to further examples at the end of this page)
   - **Methods of Discovery:** “Chapter 1: All Writing is Argumentative” (Argumentative writing)
   - **Rhetoric and Composition:** “Argument”

3. **INFORMATIVE WRITING (15%)**
   Use of description and audience awareness to inform a specific audience
   - **Successful Writing:** “Description”; “Purpose, Audience, Tone, and Content” (Audience and tone); **Descriptive Essay** (Sample descriptive essay; links to further examples at the end of this page)
   - **Writing Commons**: “Describing” (Using descriptive writing to inform)

4. **THESIS AND STRUCTURE (30%)**
   Thesis statement, thesis support, introductions, conclusions, transitions
   - **Writers’ Handbook**: “Forming a Thesis” (Developing a thesis); “Supporting a Thesis” (Supporting the thesis)
   - **Successful Writing**: “Developing a Strong, Clear Thesis Statement” (Writing a strong, clear thesis statement); “Effective Means for Writing a Paragraph” (Paragraph development and effective transitions); “Writing Introductory and Concluding Paragraphs” (Introductions and conclusions)
   - **University of Victoria Libraries**: “Defining a Thesis Statement” (Thesis statement)
   - **Writing Commons**: How to Write an Engaging Introduction” (Introduction); “How to Write a Compelling Conclusion” (Conclusion); “Paragraph Transitions” (Transitions--text and video)

5. **PROPER CONVENTIONS OF WRITTEN ENGLISH (25%)**
   Grammar, mechanics, style, spelling, punctuation
• Successful Writing: “Punctuation” (Punctuation); “Writing Basics: What Makes a Good Sentence” (Sentence structure); “Help for English Language Learners” (All links on this page are useful for ESL students as well as for understanding common mistakes for all students)
• Joe Schall’s Effective Technical Writing in the Information Age: “Chapter 1: Improving Your Style” (All links to topics on this page are valuable for improving style and avoiding common mistakes in grammar.); “Chapter 2: Punctuation, Mechanics, Capitalization, and Spelling” (Punctuation, mechanics, capitalization)
• Writers’ Handbook: “Sentence Building” (Recognizing sentence fragments)
• Rhetoric and Composition: “Grammar and Mechanics” (Section on recognizing common errors; overall a good review of grammar and mechanics)
• Joseph M. Moxley’s Style: “Select an Appropriate Sentence Pattern” (Sentence structure—text and videos); “Write with Clarity” (Writing clearly); Paragraphs Are Unified by a Single Purpose or Theme” (Paragraphs—staying on the topic)
• Capital Community College Foundation’s Guide to Grammar and Writing: “Paragraph Development and Topic Sentences” (Paragraph Development)

Licensing Guide
This is a comprehensive list of the materials used in this study guide. You are encouraged to explore these resources and encounter diverse perspectives on the topics above. You will also notice that all of these resources are openly licensed. This means that they are free to be revised, remixed, reused, redistributed, and retained, so long as their unique terms are followed. You can learn more about open licensing here.

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Outcomes assessed on the test
• Describe and utilize common techniques used in expressive, narrative, and descriptive writing.
• Demonstrate the ability to use analysis of a subject to inform a reader.
• Evaluate audience type and writing format.
• Compose effective analytical and evaluative essays.
• Write a clear thesis statement and support it with related, logical supporting arguments.
• Write meaningful and effective introductions and conclusions.
• Write an effective explanatory essay.
• Write a problem/solution essay.

Sample essays

Directions: Respond to the question below by writing an essay of about 4-6 paragraphs using Standard American English. Your essay should be written for a college level audience and should include the following:
• A clear and complete thesis
• An introduction and conclusion
• Body paragraphs that develop each main idea

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Use scrap paper to write a thesis and outline before typing or writing your essay.

1. Consider a problem that you have faced in your educational journey. Write an essay in which you describe the problem, explain how you addressed it, and evaluate your attempted solution. That is, explain why your attempted solution worked or did not work.

2. Write a review of an appliance or other electronic product in which you describe a certain aspect of the product. Analyze the value, strength, efficiency or user-friendliness for the review. The major point is to convince your audience that this is a great product OR a terrible product.

3. You have friends coming to visit you for two days in your current town (or one you have lived in or are familiar with). These friends are history buffs. Explain the best vacation for these friends by describing the historical sites and related activities that your friends could experience. Be sure to explain the best way to approach the activities across the two-day vacation. Also, be sure to describe each event so that your friends can decide whether or not they want to experience the things you have written about.

### Grading

*Essays will be graded with the following rubric:*

- Degree to which student follows directions and completes the task: 40%
- Thesis, thesis support, introductions, conclusions, transitions: 30%
- Using proper conventions of written English: 30%