JEFFERSON COLLEGE
COURSE SYLLABUS

ENG098
BASIC WRITING SKILLS I: SENTENCE TO PARAGRAPH
2 credit hours

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ENG098 Basic Writing Skills I: Sentence to Paragraph

I. CATALOG DESCRIPTION
A. Prerequisite: ACT English score of 0-13, COMPASS Writing Skills score of 0-30, or Writing Skills ASSET score of 0-33.
B. 2 semester hours credit
C. Basic Writing Skills I prepares students to enter Basic Writing Skills II by reviewing grammar, punctuation, proper sentence structure and topic sentences as the students complete exercises, write sentences and short paragraphs. A post COMPASS test is administered. Basic Writing Skills I is not applicable toward the Associate degree. (F, S, SU)

II. EXPECTED LEARNING OUTCOMES WITH ASSESSMENT MEASURES
A. Students will demonstrate proper grammar skills when writing sentences and short paragraphs.
   Measurement: Editing and writing exercises, including online lab activities, textbook activities, MyWritingLab exercises, module tests and writing assignments.
B. Students will demonstrate proper punctuation skills when writing sentences and short paragraphs.
   Measurement: Editing and writing exercises, including online lab activities, textbook activities, MyWritingLab exercises, module tests and writing assignments.
C. Students will demonstrate proper sentence structure when writing sentences and short paragraphs.
   Measurement: Editing and writing exercises, including online lab activities, textbook activities, MyWritingLab exercises, module tests and writing assignments.
D. Students will write an effective topic sentence properly demonstrating its necessary components in that it reflects the paragraph’s main idea but is neither too broad nor too specific.
Measurement: MyWritingLab exercises, two writing assignments completed in the Assessment Center with revisions completed in the Learning Center with instructor assistance.

E. Students will write short paragraphs that are unified, coherent, and adequately developed in that the paragraph contains an effective topic sentence and specific details which are organized and linked.

Measurement: Two writing assignments completed in the Assessment Center with revisions completed in the Learning Center with instructor assistance.

F. Students will use online learning tools, such as MyWritingLab, and a learning management system, such as Blackboard, as effective tools to enhance their own learning.

Measurement: Online lab activities, MyWritingLab exercises, and module tests.

III. COURSE OUTLINE

A. Prepositional Phrases
   1. Identifying prepositional phrases
   2. Common prepositions
   3. Using prepositional phrases to identify the subject in a sentence
   4. Infinitives

B. Clauses
   1. Independent clauses
   2. Dependent clauses
   3. Relative pronouns to form dependent clauses
   4. Simple sentences
   5. Compound sentences
   6. Complex sentences

C. Grammar Overview
   1. Nouns and pronouns
   2. Adjectives
   3. Adverbs
   4. Verbs
   5. Prepositions
   6. Conjunctions
   7. Interjections

D. Subjects and Verbs
   1. Identifying verbs
   2. Finding the subject
E. Correcting Run-On Sentences
   1. Fused sentences and comma splices
   2. Two separate sentences
   3. A comma and a coordinating conjunction
   4. Semicolon
   5. Using semicolons and transitions
   6. Creating a dependent clause

F. Fixing Fragments
   1. Dependent clause fragments
   2. Phrase fragments
   3. Missing information fragments

G. Regular and Irregular English Verbs
   1. The principal parts of regular and irregular verbs
   2. Forming the tenses of regular verbs
   3. Active and passive voice

H. Subject-Verb Agreement
   1. Understanding subject-verb agreement
   2. Maintaining subject-verb agreement

I. Correct and Consistent Verb Tense
   1. Consistency
   2. Changing verb tense

J. Types of Pronouns
   1. Subject
   2. Object
   3. Possessive
   4. Reflexive
   5. Intensive
   6. Demonstrative

K. Pronoun Agreement, Pronoun Reference and Point of View
   1. Personal pronouns
   2. Indefinite pronouns

L. Periods, Question Marks, and Exclamation Marks

M. Commas
   1. Setting items apart in a series
   2. Setting off introductory material
   3. Setting off information that interrupts the main ideas in a sentence
   4. Joining two independent clauses linked by a coordinating conjunction
5. Setting off direct quotations from the rest of the sentence
6. Clarifying everyday information

N. Apostrophes
   1. Showing the omission of letters
   2. Showing possession or ownership
   3. Unnecessary apostrophes

O. Overview of Paragraph Writing Skills
   1. Writing an effective topic sentence
   2. Using specific details
   3. Organizing and Linking Your Ideas
   4. Writing Correct Sentences

IV. METHOD(S) OF INSTRUCTION

A. Both a classroom (at JCA and JCH) and regular Learning Center format will be used.

B. Self-directed learning, individual instruction, contextual learning, and computer software components will be used.

V. REQUIRED TEXTBOOK(S)

   Long, (2006), Sentence Resources for Writers (with MyWritingLab), Pearson Longman

VI. REQUIRED MATERIALS (STUDENT)

   There are no other required materials.

VII. SUPPLEMENTAL REFERENCES

   Library resources for Basic Writing Skills I students

VIII. METHOD OF EVALUATION (basis for determining grade)

   A. All activities and exercises must be completed at 80% or better.

   B. All writing assignments must be completed at 80% or better.

   C. All module tests completed in the Assessment Center at 80% or better.

   D. Post COMPASS test
E. Grading scale is as follows:

- A = 90 - 100
- B = 80 - 89
- F = 0 - 79

IX. ADA STATEMENT

Any student requiring special accommodations should inform the instructor and the coordinator of Disability Support Services (Library; phone 636-797-3000, ext. 169).

X. ACADEMIC HONESY STATEMENT

All students are responsible for complying with campus policies as stated in the Student Handbook (see College Website).

http://vega.jeffco.edu/jkuchar/pdf/sh0809.pdf