ENG098 – Basic Writing Skills I

Textbook: Resources for Writers with Readings (4th ed.) w/ MyWritingLab
(Pearson Custom Library – Jefferson College Basic Writing)

Course Outline

Work not completed in class is HOMEWORK.

WEEK 1

Grammar Overview Handout

MyWritingLab

Go to www.mywritinglab.com (Registration: Instructor will assist)
(Registration & Skill Assessment)

Click on WRITING (located on the left side of homepage)

___ Complete the PATH BUILDER to see which skills are on your Learning Path.

Please Note: Be sure to try your best on the Path Builder. If you achieve 80% or better on any skill, you will be able to mark that skill as complete for that week and chapter.

MyWritingLab

Go to www.mywritinglab.com and sign-in
(Instructions)

Click on WRITING (located on the left side of homepage)
Click on LEARNING PATH
Click on STUDY BY MODULE

At this point...
Click on the module listed on the course outline
*Be sure to pay attention to the module number because MyWritingLab defaults to 1.1.

For Week 1, the module would be BASIC GRAMMAR.

MyWritingLab

___ In MWL, complete the following Basic Grammar Topics (See Instructor about completing Basic Grammar Skill Check):
(also known as MWL)

(*You must receive 80% + on the post-test. See Course Expectations.)

___ Parts of Speech (1.1)

Practice Test

___ Complete BWS I Practice Test 1 (located in Blackboard under Practice Tests)
(*You must receive 80% or better / multiple attempts allowed)

Take Test 1 in the Testing Center
Work not completed in class is HOMEWORK.

WEEK 2

Read Chapter 1 – *Prepositional Phrases* (pp. 1-6)

Textbook

Complete the following exercises (write answers in book):

___ Instructor must sign-off upon completion
___ p. 4 Exercise 1 (#1-5) *Writing Prepositional Phrases*
___ p. 5 Exercise 2 (#1-15) *Identifying Prepositional Phrases*
___ p. 6 Editing Practice: *The North Wind & the Sun: A Fable*
___ p. 6 Writing Practice (See Course Expectations.)

MyWritingLab

Go to [www.mywritinglab.com](http://www.mywritinglab.com)

___ In MWL, complete Basic Grammar module Topic *Prepositions* (1.11)

(*You must receive 80% + on the post-test. See Course Expectations.*)

Practice Test

___ Complete BWS I Practice Test 2 (located in Blackboard under Practice Tests)

(*You must receive 80% or better / multiple attempts allowed)

Take Test 2 in the Testing Center
WEEK 3

Read Chapter 2 – *Subjects and Verbs* (pp. 7-18)

**Textbook**

Complete the following exercises (write answers in book):

___ Instructor must sign-off upon completion
___ pp. 10-11 Exercise 1 (#1-5) *Identifying the Complete Verb*
___ pp. 11-12 Exercise 2 (#1-10) *Identifying Subjects & Verbs*
___ p. 15 Exercise 3 (#1-10) *Finding Complete Subjects & Verbs*
___ pp. 15-16 Editing Practice (#1-10)
___ p. 16 Writing Practice (See Course Expectations.)

**MyWritingLab** (also known as MWL)

Go to [www.mywritinglab.com](http://www.mywritinglab.com)

___ In MWL, complete Basic Grammar module Topic *Subjects and Verbs* (1.2)

(*You must receive 80% + on the post-test. See Course Expectations.)

**Practice Test**

___ Complete BWS I Practice Test 3 (located in Blackboard under Practice Tests)

(*You must receive 80% or better / multiple attempts allowed*)

Take Test 3 in the Testing Center
Work not completed in class is HOMEWORK.

WEEK 4

Read Chapter 3 – *Clauses* (pp. 19-28)

Textbook

**Complete the following exercises** *(write answers in book).*

___ Instructor must sign-off upon completion

___ pp. 20-21 Exercise 1 (#1-10) *Identifying Clauses & Phrases*

___ p. 23 Exercise 2 (#1-5) *Identifying Clauses*

___ p. 24 Exercise 3 (#1-5) *Identifying Clauses in a Compound Sentence*

___ pp. 25-26 Exercise 4 (#1-5) *Identifying Clauses in Complex Sentences*

___ pp. 26-27 Editing Practice (#1-10)

___ p. 27 Writing Practice *(See Course Expectations.)*

MyWritingLab

___ In MWL, **complete Sentence Skills module Topics** *(See Instructor about Skills check):*

(*You must receive 80% + on the post-test. See Course Expectations.)*

___ Sentence Structure (2.1) ___ Combining Sentences (2.11)

Practice Test

___ **Complete BWS I Practice Test 4** *(located in Blackboard under Practice Tests)*

(*You must receive 80% or better / multiple attempts allowed)*

Take Test 4 in the Testing Center
**Work not completed in class is HOMEWORK.**

**WEEK 5**

Read Chapter 4 – *Run-On Sentences* (pp. 29-48)

Textbook

Complete the following exercises (write answers in book).

- ___ Instructor must sign-off upon completion
- ___ pp. 31-32 Exercise 1 (#1-5) Identifying Run-on Sentences
- ___ pp. 33-35 Exercise 2 (#1-13) Correcting Run-on Sentences
- ___ pp. 35-36 Exercise 3 (Paragraph) Correcting Run-ons in a Paragraph: Romeo’s Everywhere
- ___ p. 38 Exercise 4 (#1-5) Correcting Run-ons Using Commas & Conjunctions
- ___ p. 38-39 Exercise 5 (#1-10) Joining Independent Clauses Using Coordinating Conjunctions
- ___ p. 40 Exercise 6 (#1-5) Using a Semicolon to Correct Run-ons
- ___ pp. 42-43 Exercise 7 (#1-10) Using Semicolons & Transitions to Fix Run-ons
- ___ p. 44 Exercise 8 (#1-5) Correcting Run-ons Using Dependent Words
- ___ pp. 44-45 Exercise 9 (#1-5) Using Dependent Words for Subordination
- ___ pp. 45-47 Editing Practice (#1-10)
- ___ p. 47 Writing Practice (See Course Expectations.)

MyWritingLab

- ___ In MWL, complete Sentence Skills module Topic Run-Ons (2.3)
  (*You must receive 80% + on the post-test. See Course Expectations.)

Practice Test

- ___ Complete BWS I Practice Test 5 (located in Blackboard under Practice Tests)
  (*You must receive 80% or better / multiple attempts allowed)

Take Test 5 in the Testing Center
Work not completed in class is HOMEWORK.

WEEK 6

Read Chapter 5 – Fragments (pp. 49-68)

Textbook Complete the following exercise (write answers in book).

___ Instructor must sign-off upon completion

___ pp. 54-55  Exercise 1 (#1-10) Attaching Dependent Clauses to Independent Clauses
___ pp. 55-56  Exercise 2 (Paragraph) Correcting Dependent Clause Fragments in a Paragraph: Bridging the Gap
___ pp. 57-58  Exercise 3 (#1-5) Correcting –ing Fragments
___ p. 59     Exercise 4 (#1-5) Correcting to Fragments
___ pp. 61-62 Exercise 5 (#1-5) Correcting Extra-Information Fragments
___ p. 64     Exercise 6 (#1-5) Correcting Missing-Information Fragments
___ p. 65     Editing Practice 1 (#1-5)
___ p. 66     Editing Practice 2 (Paragraph) Sad Stories
___ p. 67     Writing Practice (See Course Expectations.)

MyWritingLab  ___ In MWL, complete Sentence Skills module Topic Fragments (2.2)

(∗You must receive 80% + on the post-test. See Course Expectations.)

Practice Test  ___ Complete BWS I Practice Test 6 (located in Blackboard under Practice Tests)

(∗You must receive 80% or better / multiple attempts allowed)

Take Test 6 in the Testing Center
Work not completed in class is HOMEWORK.

WEEK 7

Read Chapter 6 – Regular and Irregular Verbs (pp. 69-90)

Textbook
Complete the following exercise (write answers in book).
___ Instructor must sign-off upon completion

Regular Verbs
___ pp. 73-74 Exercise 1 (#1-10) Forming the Present Tense of Regular Verbs
___ pp. 74-75 Exercise 2 (#1-10) Using the Present Tense of Regular Verbs
___ p. 75 Exercise 3 (Paragraph) Correcting Present-Tense Verb Errors in a Paragraph
___ p. 76 Exercise 4 (#1-10) Using the Past-Tense Form of Regular Verbs
___ p. 78 Editing Practice 1 (#1-5) Writing Correct Verb Forms
___ pp. 78-79 Editing Practice 2 (Paragraph) Correcting Regular Verb Tense Errors: Maniacs in Action
___ p. 79 Writing Practice (Choose 1 Writing Practice for Chapter 6)
*See Course Expectations.

Irregular Verbs
___ pp. 83-84 Exercise 5 (#1-10) Writing the Correct Form of Irregular Verbs
___ pp. 84-85 Exercise 6 (#1-5) Choosing Correct Irregular Verb Forms
___ p. 88 Exercise 7 (1-10) Using To Be, To Do, & To Have Correctly
___ pp. 88-89 Exercise 8 (1-10) Using the Past Tense of To Be, To Do, and To Have
___ pp. 89-90 Exercise 9 (#1-10) Writing Sentences Using Irregular Verbs
___ p. 90 Editing Practice (Paragraph) Psychology of a Detective
___ p. 90 Writing Practice (Choose 1 Writing Practice for Chapter 6)
*See Course Expectations.

MyWritingLab
___ In MWL, complete Basic Grammar module Topic
Regular and Irregular Verbs (1.8)
(*You must receive 80% + on the post-test. See Course Expectations.)

Practice Test
___ Complete BWS I Practice Test 7 (located in Blackboard under Practice Tests)
(*You must receive 80% or better / multiple attempts allowed)

Take Test 7 in the Testing Center
Work not completed in class is HOMEWORK.

WEEK 8

Read Chapter 7 – *Subject-Verb Agreement* (pp. 91-100)

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<tr>
<th>Textbook</th>
<th><strong>Complete the following exercise</strong> (write answers in book).</th>
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<td>___ pp. 93-94</td>
<td>Exercise 1 (#1-10) <em>Checking for Subject-Verb Agreement When the Subject is Separated from the Verb</em></td>
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<td>___ pp. 94-95</td>
<td>Exercise 2 (#1-10) <em>Checking for Subject-Verb Agreement When the Verb Comes Before the Subject</em></td>
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<td>___ p. 96</td>
<td>Exercise 3 (#1-10) <em>Making Verbs Agree with Compound Subjects</em></td>
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<td>Exercise 4 (#1-10) <em>Making Verbs Agree with Indefinite Pronouns</em></td>
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<td>___ pp. 98-99</td>
<td>Editing Practice 1 (#1-10)</td>
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<td>___ pp. 99-100</td>
<td>Editing Practice 2 (Paragraph) <em>Lend an Ear to Beethoven</em></td>
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<td>___ p. 100</td>
<td>Writing Practice (See Course Expectations.)</td>
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<th><strong>Sentence Skills module</strong></th>
<th><strong>Topic</strong></th>
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<td><em>Subject-Verb Agreement</em> (2.4)</td>
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<td>Writing Practice (See Course Expectations.)</td>
<td>(*You must receive 80% or better / multiple attempts allowed)</td>
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Take Test 8 in the Testing Center
Read Chapter 8 – *Verb Tense and Tense Consistency* (pp. 101-108)

**Textbook**

- Complete the following exercise (write answers in book).
- ***Instructor must sign-off upon completion***
- ___ pp. 102-104 Exercise 1 (#1-10) Using Consistent Verb Tense in Sentences
- ___ p. 104 Exercise 2 (#1-10) Choosing the Correct Verb Tense for Consistency
- ___ p. 106 Exercise 3 (Paragraph) Using Consistent Verb Tense in a Paragraph: Man versus Machine
- ___ pp. 106-107 Editing Practice (Paragraph) Planting the Seeds of a Legend
- ___ p. 107 Writing Practice (See Course Expectations.)

**MyWritingLab**

- ___ In MWL, complete the Basic Grammar module Topic *Tense* (1.7)
  (*You must receive 80% + on the post-test. See Course Expectations.*)
- ___ In MWL, complete the Sentence Skills module Topic Consistent Verb Tense (2.5)
  (*You must receive 80% + on the post-test. See Course Expectations.*)

**Practice Test**

- ___ Complete BWS I Practice Test 9 (located in Blackboard under Practice Tests)
  (*You must receive 80% or better / multiple attempts allowed*)

**Take Test 9 in the Testing Center**
Work not completed in class is HOMEWORK.

WEEK 10

Read Chapter 9 – *Pronoun Types* (pp. 109-122)

Textbook

Complete the following exercise (write answers in book).

___ Instructor must sign-off upon completion

___ pp. 113-114 Exercise 1 (#1-10) *Choosing the Correct Subject Pronoun*

___ p. 115 Exercise 2 (#1-10) *Using the Correct Object Pronouns*

___ pp. 116-117 Exercise 3 (#1-5) *Using Possessive Pronouns Correctly*

___ p. 118 Exercise 4 (#1-5) *Using Reflexive & Intensive Pronouns Correctly*

___ p. 119 Exercise 5 (#1-5) *Using Demonstrative Pronouns Correctly*

___ pp. 120-121 Editing Practice (Paragraph) *Misleading Names*

___ p. 121 Writing Practice (See Course Expectations.)

MyWritingLab

___ In MWL, complete Basic Grammar module Topic *Pronouns* (1.4)

(*You must receive 80% + on the post-test. See Course Expectations.)

Practice Test

___ Complete BWS I Practice Test 10 (located in Blackboard under Practice Tests)

(*You must receive 80% or better / multiple attempts allowed)

Take Test 10 in the Testing Center
Work not completed in class is HOMEWORK.

WEEK 11

Read Chapter 10 – Pronoun Agreement, Pronoun Reference & Point of View (pp. 123-136)

Textbook

Complete the following exercise (write answers in book).

___ Instructor must sign-off upon completion

___ pp. 126-127 Exercise 1 (Paragraph) Practicing Pronoun Agreement:
    Six Flags over Texas

___ p. 129 Exercise 2 (#1-5) Making Clear Pronoun References

___ p. 131 Exercise 3 (#1-5) Keeping Point of View Consistent

___ p. 132 Editing Practice 1 (Paragraph) Texans: Rich in More than History

___ pp. 132-134 Editing Practice 2 (#1-10)

___ p. 134 Writing Practice (See Course Expectations.)

MyWritingLab

___ In MWL, complete the following Sentence Skills module Topics:
   (*You must receive 80% + on the post-tests. See Course Expectations.)

   ___ Pronoun Reference & Point of View (2.7)

   ___ Pronoun Antecedent Agreement (2.8)

Practice Test

___ Complete BWS I Practice Test 11 (located in Blackboard under Practice Tests)
   (*You must receive 80% or better / multiple attempts allowed)

Take Test 11 in the Testing Center
Work not completed in class is HOMEWORK.

WEEK 12

Read Chapter 11 – Adjectives and Adverbs (pp. 137-146)

Textbook

Complete the following exercise (write answers in book).

___ Instructor must sign-off upon completion

___ pp. 139-140 Exercise 1 (#1-10) Identifying Adjective

___ p. 142 Exercise 2 (#1-5) Using the Correct Forms of Regular Adjectives

___ p. 143 Exercise 3 (#1-5) Using the Correct Forms of Irregular Adjectives

___ p. 144 Exercise 4 (#1-5) Identifying Adverbs

___ pp. 144-145 Exercise 5 (Paragraph) Choosing Between Adjectives & Adverbs: Important Sleep

___ p. 145 Exercise 6 (#1-5) Using Good and Well Correctly

___ p. 146 Editing Practice 1 (Paragraph) How to Wreck Your Sleep

___ p. 146 Editing Practice 1 (Paragraph) Writing Practice (See Course Expectations.)

MyWritingLab

___ In MWL, complete the following Basic Grammar module Topic Adjectives and Adverbs (1.10)

(*You must receive 80% on the post-test. See Course Expectations.)

Practice Test

___ Complete BWS I Practice Test 12 (located in Blackboard under Practice Tests)

(*You must receive 80% or better / multiple attempts allowed)

Take Test 12 in the Testing Center
Work not completed in class is HOMEWORK.

WEEK 13

Read Chapter 12 – *Misplaced Modifiers* (pp. 147-152)

**Textbook**

Complete the following exercise (write answers in book).

___ Instructor must sign-off upon completion

___ pp. 149-150 Exercise 1 (#1-10) *Interpreting Misplaced Modifiers*

___ pp.151-152 Exercise 2 (1#1-5) *Identifying & Correcting Misplaced Modifiers*

___ p. 152 Writing Practice (Choose 1 Writing Practice for Week 13)

*See Course Expectations.

Read Chapter 13 – *Dangling Modifiers* (pp. 153-158)

**Textbook**

Complete the following exercise (may write answers in book).

___ Instructor must sign-off upon completion

___ pp. 155-157 Exercise 1 (#1-5) *Interpreting Dangling Modifiers*

___ pp. 157-158 Exercise 2 (#1-5) *Identifying & Correcting Dangling Modifiers*

___ p. 158 Writing Practice (Choose 1 Writing Practice for Week 13)

*See Course Expectations.

**MyWritingLab**

___ In MWL, complete the Sentence Skills module Topic

Misplaced or Dangling Modifiers (2.9)

(*You must receive 80% + on the post-test. See Course Expectations.)

**Practice Test**

___ Complete BWS I Practice Test 13 (located in Blackboard under Practice Tests)

(*You must receive 80% or better / multiple attempts allowed)

Take Test 13 in the Testing Center
Work not completed in class is HOMEWORK.

WEEK 14

Read Chapter 15 – *Commas* (pp. 165-176)

Textbook

**Complete the following exercise** *(write answers in book).*

___ Instructor must sign-off upon completion
___ p. 167 Exercise 1 (#1-5) *Using Commas in a series*
___ p. 169 Exercise 2 (#1-5) *Using Commas to Set Off Introductory Material*
___ p. 171 Exercise 3 (#1-5) *Using Commas to Set Off Extra Information*
___ pp. 172-173 Exercise 4 (#1-10) *Using Commas to Join Independent Clauses*
___ p. 173 Exercise 5 (#1-5) *Using Commas to Set Off Direct Quotations*
___ p. 174 Exercise 6 (#1-5) *Using Commas to Organize Everyday Information*
___ pp. 174-175 Editing Practice 1 (Paragraph) *A Taste of Chicago*
___ pp. 175-176 Editing Practice 2 (Paragraph)
___ p. 176 Writing Practice (See Course Expectations.)

MyWritingLab

___ In MWL, **complete the following Punctuation, Mechanics and Spelling module Topic Commas** (3.1). *(See Instructor about Skills check)*

(*You must receive 80% + on the post-test. See Course Expectations.)*

Practice Test

___ **Complete BWS I Practice Test 14** *(located in Blackboard under Practice Tests)*

(*You must receive 80% or better / multiple attempts allowed)*

Take Test 14 in the Testing Center
Work not completed in class is HOMEWORK.

WEEK 15

Read Chapter 16 – *Apostrophes* (pp. 177-186)

**Textbook**  
Complete the following exercise (write answers in book).

___ Instructor must sign-off upon completion

___ pp. 178-179 Exercise 1 (#1-5) *Forming Contractions*

___ p. 179  
Exercise 2 (#1-5) *Changing Contractions into their Original Word Pairs*

___ pp. 179-180 Exercise 3 (#1-7) *Forming Contractions in Context*

___ pp. 180-181 Exercise 4 (#1-10) *Using Apostrophes to Show Possession or Ownership*

___ pp. 181-182 Exercise 5 (Paragraph) *Showing Possession or Ownership through Apostrophes: One Bad Virus*

___ pp. 182-183 Exercise 6 (#1-5) *Using Apostrophes to Show Possession in Plural Nouns*

___ pp. 184-185 Exercise 7 (Paragraph) *Using Apostrophes Correctly: Be Clean, for Health’s Sake*

___ pp. 185-186 Editing Practice 1 (Paragraph) *AIDS in Perspective*

___ p. 186  
Editing Practice 2 (#1-12)

___ p. 186  
Writing Practice (See Course Expectations.)

**MyWritingLab**  
___ In MWL, complete the following Punctuation, Mechanics and Spelling module Topic *Apostrophes* (3.5).  
(*You must receive 80% + on the post-test. See Course Expectations.)*

**Practice Test**  
___ Complete BWS I Practice Test 15 (located in Blackboard under Practice Tests)  
(*You must receive 80% or better / multiple attempts allowed)*

Take Test 15 in the Testing Center
Work not completed in class is HOMEWORK.

WEEK 16

Final Punctuation – *Overview Handout*

Textbook  
Read Chapter 20 (section): *Using Abbreviations* (pp. 218-219)

MyWritingLab  
___ In MWL, complete the following Punctuation, Mechanics & Spelling Topic: *Final Punctuation* (3.2)  
(*You must receive 80% + on the post-test. See Course Expectations.)

Practice Test  
___ Complete BWS I Practice Test 16 (located in Blackboard under Practice Tests)  
(*You must receive 80% or better / multiple attempts allowed)

Take Test 16 in the Testing Center

Placement Test  
___ Take the Writing Placement post-test with instructor approval.

**Please Note:** You must *show significant improvement* on the Placement test. Your instructor must sign off on this requirement in order for you to successfully complete the course.

If the Post Placement test score does not show significant improvement, you will be required to write a 1-page essay detailing what you have learned from the class and how it will help you. You may also indicate if you have already used what you have learned from the (ENG098) BWS I course and how it has helped you.