**WEEK 1**

**Textbook**

**UNIT 1 – The Verb and its Subject**

Complete the following exercises *(may write in book)*:

___ pp. 1-63 (Frames 1-32) What Makes a Sentence?
___ pp. 65-127 (Frames 33-64) The Complete Subject and Predicate
___ pp. 129-189 (Frames 65-95) The Simple Subject and the Verb
___ pp. 191-255 (Frames 96-128) Finding the Verb
___ pp. 257-325 (Frames 129-163) Here Comes the Noun!
___ pp. 327-383 (Frames 164-192) Pronouns Take the Place of Nouns
___ pp. 385-429 (Frames 193-215) Unit Review

**Workbook/Packet**

Take practice test 1 in the workbook/packet in your folder

*Check your answers with the instructor

Take Test 1 in the Testing Center

**WEEK 2**

**Textbook**

**UNIT 2 – Patterns of the Simple Sentence**

Complete the following exercises *(may write in book)*:

___ pp. 431-439 & 1-55 (Frames 216-248) The Subject-Verb and Direct Object Patterns
___ pp. 57-117 (Frames 249-279) The Indirect Object Pattern
___ pp. 119-173 (Frames 280-307) Completing the Linking Verb
___ pp. 175-215 (Frames 308-328) The Subject Complement Pattern
___ pp. 217-285 (Frames 329-363) Recognizing Basic Sentence Patterns
___ pp. 287-343 (Frames 364-392) Sentences with Compound Parts
___ pp. 345-417 (Frames 393-429) Verbs of More Than one Word
___ pp. 419-439 & pp. 1-29 (Frames 430-455) Unit Review

**Workbook/Packet**

Take practice test 2 in the workbook/packet in your folder

*Check your answers with the instructor

Take Test 2 in the Testing Center
WEEK 3

Textbook  **UNIT 3 – The Work of Modifiers**
Complete the following exercises *(may write in book)*:
___ pp. 1-63 (Frames 465-481)  What Makes a Sentence?
___ pp. 65-127 (Frames 482-508)  The Complete Subject and Predicate
___ pp. 12-189 (Frames 65-95)  The Simple Subject and the Verb
___ pp. 191-255 (Frames 96-128)  Finding the Verb
___ pp. 257-325 (Frames 129-163)  Here Comes the Noun!
___ pp. 327-383 (Frames 164-192)  Pronouns Take the Place of Nouns
___ pp. 385-429 (Frames 193-215)  Unit Review

Workbook/ Packet  Take practice test 3 in the workbook/packet in your folder
*Check your answers with the instructor

Take Test 3 in the Testing Center

WEEK 4

Textbook  **UNIT 4 – Building Better Sentences**
Complete the following exercises *(may write in book)*:
___ pp. 19-93 (Frames 670-707)  Recognizing Compound Sentences
___ pp. 95-165 (Frames 708-743)  Building Good Compound Sentences
___ pp. 167-233 (Frames 744-777)  Understanding the Adverb Clause
___ pp. 235-305 (Frames 778-813)  How to Make Adverb Clauses
___ pp. 307-357 (Frames 814-839)  Using Adverb Clauses to Improve Sentences
___ pp. 359-429 (Frames 840-875)  Understanding the Adjective Clause
___ pp. 431-439 & 1-61 (Frames 876-911)  How to Make Adjective Clauses
___ pp. 63-113 (Frames 912-937)  Using Adjective Clauses to Improve Sentences
___ pp. 115-195 (Frames 938-978)  Using *–ing* Word Groups to Combine Ideas
___ pp. 197-263 (Frames 979-1012)  Using Appositives to Combine Ideas
___ pp. 265-321 (Frames 1013-1041)  Unit Review

Workbook/ Packet  Take practice test 4 in the workbook/packet in your folder
*Check your answers with the instructor

Take Test 4 in the Testing Center
**WEEK 5**

**Textbook**

**UNIT 5 – Understanding the Sentence Unit**

Complete the following exercises (may write in book):

___ pp. 323-393 (Frames 1042-1077) Avoiding Sentence Fragments
___ pp. 395-439 & 1-11 (Frames 1078-1106) More Types of Sentence Fragments
___ pp. 13-73 (Frames 1107-1137) Run-on Sentences: Three Guilty Words
___ pp. 75-117 (Frames 1138-1159) When Does a Sentence End?
___ pp. 119-185 (Frames 1160-1193) Unit Review

**Workbook/ Packet**

Take practice test 5 in the workbook/packet in your folder

*Check your answers with the instructor

Take Test 5 in the Testing Center

**WEEK 6**

**Textbook**

**UNIT 6 – Using Verbs Correctly**

Complete the following exercises (may write in book):

___ pp. 187-271 (Frames 1194-1236) Overcoming the Dangerous Six
___ pp. 273-353 (Frames 1237-1277) Thirteen Irregular Verbs
___ pp. 355-433 (Frames 1278-1317) Straightening Out *Lie* and *Lay*
___ pp. 435-439 & 2-56 (Frames 1318-1347) Learning the Difference Between *Sit* and *Set*
___ pp. 56-122 (Frames 1348-1380) Straightening Out *Rise* and *Raise*
___ pp. 122-174 (Frames 1381-1406) *Leave* and *Let*
___ pp. 174-226 (Frames 1407-1432) *Bring* and *Take*
___ pp. 226-274 (Frames 1433-1456) Unit Review

**Workbook/ Packet**

Take practice test 6 in the workbook/packet in your folder

*Check your answers with the instructor

Take Halfway Practice Test A (Units 1 – 6)

*Check your answers with the instructor

(If needed, take Halfway Practice Test B.)

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

WEEK 7

Textbook

UNIT 7 – Agreement of Subject and Verb
Complete the following exercises (may write in book):
___ pp. 274-352 (Frames 1457-1495)  Was and Were; Don’t and Doesn’t
___ pp. 352-402 (Frames 1496-1520)  The Useful “Rule of S”
___ pp. 402-438 & 1-10 (Frames 1521-1543)  Keeping Track of the Subject
___ pp. 10-70 (Frames 1544-1573)  Words That Mean One
___ pp. 70-116 (Frames 1574-1596)  The And, Or, and Nor Problem
___ pp. 116-158 (Frames 1597-1617)  Sentences Beginning with Here, There, and Where
___ pp. 158-216 (Frames 1618-1646)  Unit Review

Workbook/ Packet

Take practice test 7 in the workbook/packet in your folder
*Check your answers with the instructor

Take Test 7 in the Testing Center

WEEK 8

Textbook

UNIT 8 – Choosing the Right Modifier
Complete the following exercises (may write in book):
___ pp. 216-288 (Frames 1647-1682)  Words That Describe Actions
___ pp. 288-332 (Frames 1683-1704)  Choosing Between Good and Well
___ pp. 332-408 (Frames 1705-1742)  Modifiers After “Sense” Verbs
___ pp. 408-438 & 1-44 (Frames 1743-1779)  Making Comparisons Correctly
___ pp. 44-98 (Frames 1780-1806)  One No is Enough!
___ pp. 98-144 (Frames 1807-1829)  An A–An Checkup
___ pp. 144-188 (Frames 1830-1851)  Unit Review

Workbook/ Packet

Take practice test 8 in the workbook/packet in your folder
*Check your answers with the instructor

Take Test 8 in the Testing Center
Work not completed in class is HOMEWORK.

WEEK 9

Textbook

UNIT 9 – Using Pronouns Correctly

Complete the following exercises (may write in book):

___ pp. 188-268 (Frames 1852-1891) The Subject Form of Pronouns
___ pp. 268-352 (Frames 1892-1933) The Object Form of Pronouns
___ pp. 352-422 (Frames 1934-1968) The Problem of Omitted Words
___ pp. 32-78 (Frames 1993-2015) “We Boys” and the “-self” Pronouns
___ pp. 78-148 (Frames 2016-2050) Unit Review

Workbook/Packet

Take practice test 9 in the workbook/packet in your folder
*Check your answers with the instructor

Take Test 9 in the Testing Center

WEEK 10

Textbook

UNIT 10 – How to Use Capitals

Complete the following exercises (may write in book):

___ pp. 148-222 (Frames 2051-2087) Capitalizing Geographical and Group Names
___ pp. 222-294 (Frames 2088-2123) Using Capital Letters for Organizations and Institutions
___ pp. 294-374 (Frames 2124-2163) Various Other Uses of Capitals
___ pp. 374-438 & 1-12 (Frames 2164-2201) Learning to Capitalize Titles
___ pp. 12-62 (Frames 2202-2226) Capitals—Not Too Many, Not Too Few
___ pp. 62-108 (Frames 2227-2249) Unit Review

Workbook/Packet

Take practice test 10 in the workbook/packet in your folder
*Check your answers with the instructor

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

WEEK 11

Textbook

UNIT 11 – Learning to Use Commas

Complete the following exercises (may write in book):
___ pp. 108-180 (Frames 2250-2285) Commas in Series
___ pp. 180-250 (Frames 2286-2320) Commas in Compound Sentences
___ pp. 250-322 (Frames 2321-2356) Commas After Introductory Phrases and Clauses
___ pp. 322-400 (Frames 2357-2395) Commas for Setting Off Interrupters
___ pp. 400-438 & 1-14 (Frames 2396-2421) Commas in Addresses and Dates
___ pp. 14-54 (Frames 2422-2441) Unit Review

Workbook/ Packet

Take practice test 11 in the workbook/packet in your folder
*Check your answers with the instructor

Take Test 11 in the Testing Center

WEEK 12

Textbook

UNIT 12 – Apostrophes and Quotation Marks

Complete the following exercises (may write in book):
___ pp. 54-140 (Frames 2442-2484) Spotting the Apostrophe
___ pp. 140-226 (Frames 2485-2527) Using Apostrophes–a Few Don’ts
___ pp. 226-306 (Frames 2528-2567) Pronouns and Contractions–Avoiding Confusion
___ pp. 306-392 (Frames 2568-2610) Quotation Marks to Make Words Talk
___ pp. 392-438 (Frames 2611-2633) Unit Review

Workbook/ Packet

Take practice test 12 in the workbook/packet in your folder
*Check your answers with the instructor

Take Test 12 in the Testing Center

WEEK(s) 13 - 16

All course requirements must be completed by end of semester