

Skyline College

Official Course Outline

Date: April 2007

1. **TITLE:**

English 875 – English Grammar
3.0 units; three lecture hours per week
Pre-requisites: None

2. **COURSE CLASSIFICATION:**

Credit course not applicable to the Associate Degree

3. **COURSE DESCRIPTIONS:**

Catalog Description:

Review of English grammar with emphasis on practicing standard English skills and correctness for use in academic papers. Appropriate for all levels of English. May be repeated for credit. (Units do not count toward the Associate Degree.)

Schedule of Classes Description:

Review of English grammar with emphasis on practicing standard English skills and correctness to improve the quality of academic papers. Appropriate for all levels of English. May be repeated for credit. (Units do not count toward the Associate Degree.)

4. **COURSE JUSTIFICATION:**

The course prepares students to write and to proofread mechanically correct papers for any class through review and practice of standard conventions of the English language.

5. **STUDENT LEARNING OUTCOMES (SLO'S):**

Upon completion of the course, students will be able to

- identify and correct errors in grammar and usage
- write grammatically correct sentences in context
- discern how grammar and usage errors detract from meaning

6. **SPECIFIC INSTRUCTIONAL OBJECTIVES:**

a. practice to improve the mechanics of writing

- 1) grammar
- 2) punctuation
- 3) correct use of words commonly confused

b. practice to improve and apply proofreading and editing skills

c. use critical thinking skills

- 1) to comprehend the underlying logic in grammar usage and punctuation
- 2) to identify and correct errors in grammar and usage
- 3) to understand grammar and punctuation conventions and their contributions to meaning
- 4) to discern how grammar errors may detract from accurate interpretation of intended expression

7. **COURSE CONTENT:**

The course may focus on any or all of the following

- a. constructing well-crafted sentences
- b. identifying and correcting incomplete sentences and fragments
- c. combining sentences using conjunctions, punctuation, or other grammar conventions
- d. understanding and correctly using verbs, nouns, adjectives, adverbs, and prepositions
- e. understanding and applying consistency and parallelism
- f. accurately using punctuation and capitalization
- g. identifying and then using correctly words which are commonly confused

8. **REPRESENTATIVE METHODS OF INSTRUCTION:**

Methods of instruction may include lecture, lecture/demonstration, use of media and other technology to understand and apply good grammar and usage, class discussion, small group work, use of tutorials and workshops to reinforce learning, exercises and practice to reinforce specific skills. Students may be assigned to read several pages related to the assigned topic in preparation for each class session. Students may also be asked to work from workbooks and/or to consult with style manuals in preparation for each class session.

9. **ASSIGNMENTS:**

Typical assignments may include:

- a. Sentence structure fundamentals
- b. Topical reading and extensive drill exercises
- c. Proofreading and editing practice
- d. Sentence combining and grammar practice in context
- e. Substantial skill practice exercises
- f. Mastery exercises/ assignments at the 80% or above level
- g. Collaborative work
- h. Online, CD, and lab supplemental exercises

10. **EVALUATION OF STUDENT PERFORMANCE:**

Grade option. Evaluation will be based on daily coursework and mastery as demonstrated in tests, quizzes, writing assignments, and a comprehensive exam.

11. **RECOMMENDED or REQUIRED TEXT(S):**

Suggested texts include:

Wilson, Paige and Theresa Ferster Glazier. The Least You Should Know About English. Boston: Wadsworth, 2006.

Langan, John. Sentence Skills, McGraw Hill, 7th Edition, 2004.

Fawcett, Susan and Alvin Sandberg. Grassroots, The Writer's Handbook. Houghton-Mifflin, 7th Edition, 2002.

CDs and online exercise banks to supplement instruction and required texts