

Northern Marianas College
CURRICULUM ACTION REQUEST

Effective Semester / Session: Spring 2007

Type of Action:




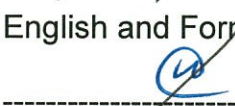
- New
- Modification
- Move to Inactive (Stop Out)
- Cancellation

Course Alpha and Number: EN 074

Course Title: Writing & Grammar Study I

Reason for initiating, revising, or canceling:

Textbook changes, minor modifications to the outline, and periodic update.

	4/20/07
Proposer	Date
	4/20/07
Department Chair	Date
	7/16/07
English and Format Reviewer	Date
	7/16/07
Dean of Academic Programs and Services	Date

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Course: EN 074 Writing & Grammar Study I

1. Department

Languages and Humanities

2. Purpose

The purpose of this course is to provide instruction and practice in beginning to intermediate English writing skills on the sentence and paragraph levels as measured by a writing sample, and to achieve a score of 44+ on Part 2 of the NMC English Placement Test.

3. Description

A. Required/Recommended Textbook(s) and Related Materials

Required:

Azar, Betty Schramper and Stacy A. Hagen, *Basic English Grammar*.
3rd ed. White Plains NY: Pearson Longman, 2006
Readability Level: 6.0

Folse, Keith S., April Muchmore-Vokoun and Elena Vestri Solomon,
Great Sentences for Great Paragraphs, 2nd ed., Boston: Houghton
Mifflin Company, 2005.
Readability Level: 6.7

Recommended:

Monolingual or bilingual dictionary

B. Contact Hours

1. **Lecture:** 6 hours per week / 90 per semester
2. **Lab:** Recommended 75 per semester
3. **Other:**

C. Credits

1. **Number:** 6
2. **Type:** Non-degree units

D. Catalogue Course Description

This course provides intensive instruction for ESL learners at a low to intermediate level. Emphasis is on writing grammatical sentences, punctuating properly, and spelling correctly. Supplemental laboratory work in the Educational Enrichment Center is required and is assigned

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by the instructor. Prerequisites: EN 071 or scores of 38 to 43 on Part 2 of the NMC English Placement Exam and 3 to 5 on the NMC Placement Essay.

E. Degree or Certificate Requirements Met by Course

None

F. Course Activities and Design

This course helps students acquire knowledge of basic grammar rules through various classroom activities that will help them write correct sentences. Classroom activities may include prewriting exercises, such as listening and speaking activities on a given topic, short readings, viewing videos, and interviewing. Writing exercises may include free-writing on a topic, sentence completion, guided journal writing, and composition. Post-writing exercises may include guided editing, peer correction, and rewriting of journals and other writing assignments.

4. Course Prerequisite(s); Concurrent Course Enrollment; Required English/Mathematics Placement Level(s)

Prerequisites: EN 071 or a score of 38 to 43 on Part 2 of the NMC English Placement Exam and a score of 3 to 5 on the NMC Placement Essay.

5. Estimated Cost of Course; Instructional Resources Needed

Cost to the Student: Tuition for a six-credit course, textbooks, and instructional materials fee.

Cost to the College: Instructor's salary

Instructional resources needed for this course include chalk and chalkboard, TV, VCR, videotaped material, maps, overhead projector and screen, and transparency sheets.

6. Method of Evaluation

Only P (Pass) or NP (No Pass) or TF (technical failure) grades are given in this NDU course. (TF is assigned only for excessive absences, i.e., > 9 absences.) NMC's grading and attendance policies will be followed

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7. Course Outline

This is a topical outline and does not necessarily indicate the sequence in which the material will be presented.

1.0 Spelling

- 1.1 Sound-symbol relationships
- 1.2 Syllabification
- 1.3 Inflected forms
- 1.4 Word mix-ups

2.0 Mechanics

- 2.1 Capitalization skills
- 2.2 Punctuation skills
- 2.3 Format
 - 2.3.1 Writing in paragraph form
 - 2.3.2 Wrapping sentences at the end of lines
 - 2.3.3 Use of margins of a page

3.0 Language at the Sentence Level

- 3.1 Grammar and usage
 - 3.1.1 Using articles: a/an, the, Ø
 - 3.1.2 Using correct word order in sentence formation
 - 3.1.3 Agreement of the subject and the verb
 - 3.1.4 Writing sentences which show sentence relationships by transformations
 - 3.1.4.1 Declarative to interrogative
 - 3.1.4.2 Inversion
 - 3.1.4.3 "Do" support transformations
 - 3.1.5 Using pronouns appropriately
 - 3.1.6 Using simple and progressive present and past verb tenses appropriately
 - 3.1.7 Using adjectives and adverbs: comparative vs. superlative
 - 3.1.8 Using auxiliary verbs, modal verbs and verb inflections Appropriately
 - 3.1.9 Using sentences with complex verb forms
 - 3.1.10 Writing sentences in which the subject and verb are separated, e.g. sentences with embedded phrases

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- 3.2 Sentence formation and use
 - 3.2.1 Writing various types of sentences such as declarative, interrogative, imperative, and exclamatory
 - 3.2.2 Writing complete sentences
 - 3.2.3 Using coordinating and subordinating conjunctions to link sentences
 - 3.2.4 Writing sentences that are both grammatically correct and semantically appropriate
 - 3.2.5 Combining sentences to form compound and complex sentences
 - 3.2.6 Expanding sentences with words and phrases

- 4.0 Extended Discourse
 - 4.1 Free writing on given topics
 - 4.2 Journal writing
 - 4.3 Writing a short narrative through guided composition exercises
 - 4.4 Proofreading:
 - 4.5.1 Correcting errors in spelling, punctuation, and grammar
 - 4.5.2 Peer editing
 - 4.5.3 Error analysis of student sentences

8. Instructional Goals

This course will introduce students to:

- 1.0 Basic pronunciation rules;
- 2.0 Basic capitalization rules;
- 3.0 The correct format in writing paragraphs;
- 4.0 Writing sentences that are grammatically and semantically correct;
- 5.0 Copying sentences and paragraphs;
- 6.0 Writing sentences and paragraphs, using correct spelling and mechanics;
- 7.0 Transforming sentences from one mood to another;
- 8.0 Transforming sentences from one tense to another;

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- 9.0 Combining simple sentences to form more complex sentences;
- 10.0 Expanding sentences by adding adjectives, adverbs, prepositional phrases, clauses, and conjunctions;
- 11.0 Completing Cloze paragraph exercises at the student's reading level; and
- 12.0 Writing brief paragraphs.

9. Student Learning Outcomes

Upon successful completion of this course, students will be able to:

- 1.0 Apply basic punctuation rules;
- 2.0 Apply basic capitalization rules;
- 3.0 Use the correct format in writing paragraphs;
- 4.0 Generate and write sentences that are grammatically and semantically correct;
- 5.0 Copy sentences and paragraphs correctly;
- 6.0 Write sentences and paragraphs using correct spelling and mechanics with the help of written word cues;
- 7.0 Transform sentences from one mood to another;
- 8.0 Transform sentences from tense to another;
- 9.0 Combine simple sentences to form more complex sentences;
- 10.0 Expand sentences by adding adjectives, adverbs, prepositional phrases, and conjunctions;
- 11.0 Complete a Cloze paragraph at the student's reading level; and
- 12.0 Write a paragraph.

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10. Assessment Measures

Assessment of student learning may include, but not be limited to, the following:

- 1.0 Grammar quizzes and homework assignments
- 2.0 Practice and final TOEFL (Part 2) scores
- 3.0 Practice and final single-paragraph essays on guided topics