

COURSE OUTLINE
ENGLISH 013: Writing Foundations of English

SECTION I

SUBJECT AREA AND COURSE NUMBER: English 013

COURSE TITLE: Writing Foundations of English

COURSE CATALOG DESCRIPTION: Intense review of English fundamentals with emphasis on sentence structure, punctuation, and mechanics. This course is required for students who score at Level I on the writing placement test.

LECTURE HOURS PER WEEK: 3

CREDIT HOURS: 0

PREREQUISITES: None

SECTION II

- A. **SCOPE:** English 013 provides guided practice in writing and editing. Classes will include the following:
1. frequent writing in varied forms;
 2. grammar exercises geared to helping students understand standard written English sentence structure and usage.
- B. **REQUIRED WORK:** Throughout the semester, students will be expected to complete all assigned readings and to submit writing assignments on time. See syllabus for further detail.
- C. **ATTENDANCE AND PARTICIPATION:** Students are expected to participate in class discussions and may be asked to confer with the teacher during arranged conference times. In addition, the teacher is available for individual consultation during scheduled office hours.
- D. **METHODS OF INSTRUCTION:** Methods of instruction for English 013 will be determined by each instructor and may include but are not limited to: lecture/discussion, small group tasks, collaborative learning, experimental/exploration, distance learning, student presentations, use of technologies such as audio-visual and computer.

E. OBJECTIVES, OUTCOMES, AND ASSESSMENT

The following objectives and outcomes represent the department's core requirements for student achievement.

LEARNING OBJECTIVES	LEARNING OUTCOMES	ASSESSMENT METHODS
To demonstrate an understanding of	Student will	As measured by
1. Responsibility for his or her own learning	a) attend regularly and on time; b) complete individual and classroom projects; take responsibility for knowing, completing, and (where necessary) making up assignments;	<ul style="list-style-type: none">• attendance records• class records• assignment records, including timely drafts
2. How to write clear and effective sentences	a) recognize and correctly employ basic sentence structures: subjects, verbs and their inflections, modifiers, including phrases and clauses; b) identify and address student's own most serious sentence-level problems;	<ul style="list-style-type: none">• quizzes, drafts, writing samples• correction tally, peer responses
3. How to organize and develop focused compositions	a) apply appropriate strategies for prewriting, drafting, revising, and editing; b) compose coherent paragraphs, support central ideas with specific information; c) incorporate and respond to ideas from readings;	<ul style="list-style-type: none">• writing samples• five revised papers• portfolio

F. TEXTS AND MATERIALS: As selected by individual instructor.

G. INFORMATION TECHNOLOGY: Students are expected to use word processing except in cases where the instructor gives special permission to write in ink on lined 8.5 x 11" pages. With the exception of in-class writing, all papers must be double-spaced on numbered pages.