



MASTER COURSE OUTLINE

Date: April 12, 2018

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COURSE TITLE

English Skills

GENERAL COURSE INFORMATION

Dept.: ENGL

Course Num: 099

(Formerly: ENGL 99)

CIP Code: 33.0103

Intent Code: 11

Program Code:

Credits: 5

Total Contact Hrs Per Qtr.: 55

Lecture Hrs: 55

Lab Hrs: 0

Other Hrs:

Distribution Designation: (None) No Distribution Designation

COURSE DESCRIPTION (as it will appear in the catalog)

This course includes a step-by-step review of grammatical relationships, sentence patterns, punctuation and usage with concentration on the writing of expository paragraphs and essays. Student writing will primarily be generated from the critical reading of texts taken from across the disciplines. A grade of 2.0 is required to move into ENGL & 101. See course notes: some sections of this course require co-enrollment in additional classes as part of a learning community.

PREREQUISITES

Successful completion of English 098 or direct placement through the English Placement Test.

TEXTBOOK GUIDELINES

Text or texts deemed appropriate by instructor in consultation with the department chair. Open Educational Resources (OER) are highly recommended

COURSE LEARNING OUTCOMES

Upon successful completion of the course, students should be able to demonstrate the following knowledge or skills:

1. Analyze texts and present their meanings in writing
2. Generate and develop ideas through writing
3. Write purposeful, well-organized paragraphs to support the main idea or thesis of an essay
4. Chose transitional devices to create coherence in writing
5. Demonstrate an awareness of audience through tone, format, and register choices in writing
6. Identify and correct grammar, spelling, and punctuation errors in writing
7. Use sources responsibly to avoid plagiarism
8. Revise rough drafts of written work to produce improved final drafts of written work

INSTITUTIONAL OUTCOMES

None

COURSE CONTENT OUTLINE

Resources

1. The reading and writing process.
2. Plagiarism
3. Using word processing and formatting a document
4. Using Canvas
5. Using the Writing Center or Online Writing Tutors
6. Using the library

Reading

7. Authors' explicit or implicit main and supporting ideas
8. Authors' tone, purpose, and audience
9. Evaluating text for credibility
10. Analyzing multiple lenses in texts
11. Making personal connections to text
12. Making connections across texts

Writing

13. Summarizing and paraphrasing
14. Quoting from a text
15. Creating a thesis or claim
16. Paragraph development
17. Transitional devices and coherence
18. Supporting details
19. Writing a persuasive essay
20. Revising for content, organization, word choice/language
21. Editing for correctness
22. Introduction to Modern Language Association format for using sources

DEPARTMENTAL GUIDELINES *(Optional)*

1. Students should complete at least 15 double-spaced pages of writing excluding drafts in progress of writing assignments. This writing should include at least three polished essay drafts. Other writings could include summaries and responses to reading assignments, paragraphing projects, reflections, for example. 2. Students should have weekly non-fiction or fiction reading assignments in or out of class. The majority of the writing should be completed in response to assigned readings. 3. Students complete a final assessment during finals days. Assessment instrument will be agreed upon by the Department. 4. At least 70% of the final grade will be based on written assignments. • Required: students write at least one objective summary of a reading • Students complete a final persuasive essay supported by at least one source

DIVISION CHAIR APPROVAL

DATE