



Broward Community College

Course Outline

STATUS: A

COMMON COURSE NUMBER: ENC 0021

COURSE TITLE: College Preparatory Writing Skills II

CREDIT HOURS: 4

CONTACT HOURS BREAKDOWN:

Lecture/Discussion 48

Lab _____

Other _____

Contact Hours/Week 3

CATALOG COURSE DESCRIPTION:

Prerequisite: None

Corequisite: ENC 0021L

This course provides for the refinement of grammatical, mechanical, and usage principles and includes an overview of the strategies of paragraph and essay development. With a D or an F, a student must repeat the course. Corequisite: ENC 0021L Credit for this course may not be used to meet degree requirements.

General Education Requirements - Associate of Arts Degree, meets Area(s):

General Education Requirements - Associate in Science Degree, meets Area(s):

UNIT TITLES:

1. Refinement of Grammar, Mechanics, and Usage
2. Strategies of Paragraph Development
3. Strategies of the Multi-paragraph Essay

I. Course Overview:

Upon successful completion of this course, the students should be able to demonstrate mastery of mechanical, grammatical, and usage principles; specific expository strategies for both the paragraph and multi-paragraph essay; and effective composition techniques.

II. Units:

Unit 1. **Fundamentals of Grammar, Mechanics, and Usage**

General Outcome:

- 1.0 The students should be able to demonstrate the mastery of grammatical, mechanical, and usage principles.

Specific Learning Outcomes:

Upon successful completion of this unit, the students should be able to:

- 1.1 Identify the various parts of speech.
- 1.2 Use modifiers.
- 1.3 Identify and incorporate the principal parts of verbs.
- 1.4 Conjugate three simple tenses and three perfect tenses.
- 1.5 Use subject/verb agreement.
- 1.6 Avoid double negatives.
- 1.7 Demonstrate knowledge of various patterns of the simple sentence.
- 1.8 Identify and correct sentence fragments, run-ons, and comma splices.
- 1.9 Use the principles of punctuation.
- 1.10 Use the principles of spelling and capitalization.

Unit 2. Strategies of Paragraph Development

General Outcome:

- 2.0 The students should be able to apply the principles of paragraph development.

Specific Learning Outcomes:

Upon successful completion of this unit, the students should be able to:

- 2.1 Distinguish between opinion and fact.
- 2.2 Limit a topic and provide a controlling idea.
- 2.3 Refine topic sentences.
- 2.4 Support the topic sentences with at least five sentences of relevant, concrete, and specific examples, details, facts, illustrations, etc.
- 2.5 Write an effective conclusion.
- 2.6 Use consistency in person, tense, mood voice, and number
- 2.6.1 Use consistency in person, tense, mood, voice, and number
 - 2.6.2 Avoid slang, cliché, split constructions, and non-standard English.
 - 2.6.3 Use a variety of sentence constructions and modification techniques
 - 2.6.4 Use effective transitions.
- 2.7 Revise the rough draft.
- 2.8 Edit the final draft.
- 2.9 Write paragraphs employing a variety of modes which include comparison and/or contrast, definition, classification, cause/effect, and argumentation/ persuasion.

Unit 3. Strategies of the Multi-paragraph Essay

General Outcome:

- 3.0 The students should be able to organize and write a grammatically correct, logical, coherent, and unified multi-paragraph essay.

Specific Learning Outcomes:

Upon successful completion of this unit, the students should be able to:

- 3.1 Apply principles of Units 1 and 2.
- 3.2 Use prewriting techniques such as outlining, mapping webbing, clustering, free writing, listing and questioning.
- 3.3 Use parallel structure where appropriate.
- 3.4 Write a thesis statement that reflects the major divisions of the paper.
- 3.5 Write an introductory paragraph that includes lead-in statements and the thesis.
- 3.6 Use effective transitions to achieve coherence.
- 3.7 Write supporting paragraphs, each logically organized and developed through use of specific details.
- 3.8 Write a concluding paragraph.
- 3.9 Write a minimum of four essays employing a variety of modes or mixed modes.
- 3.10 Write at least two essays in class.