

COMMON COURSE NUMBER: ENC 0085L**COURSE TITLE: Integrated Grammar and Skills Writing Course Lab****CREDIT HOURS: _____****CONTACT HOURS BREAKDOWN:****Lecture/Discussion _____****Lab 32****Other _____****Contact Hours/Week _____****CATALOG COURSE DESCRIPTION:****Prerequisite: None****Co requisite: ENC 0085**

A laboratory course that supplements classroom instruction in ENC 0085. This course must be taken concurrently with ENC 0085. The writing lab hours must be completed in order receive credit for the class.

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

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

UNIT TITLES:

- 1. Fundamentals of Grammar, Mechanics, and Usage**
- 2. Fundamentals of Sentence Structure**
- 3. Fundamentals of the Paragraph**
- 4. 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 appropriately.
- 1.3 Identify and incorporate the principal parts of verbs.
- 1.4 Conjugate three simple 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. Fundamentals of Sentence Structure

General Outcome:

2.0 The students should be able to write a variety of sentence types.

Specific Learning Outcomes:

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

- 2.1 Demonstrate knowledge of various sentence types: simple, compound, complex, compound complex.
- 2.2 Demonstrate knowledge of coordination and subordination.
 - 2.2.1 Compound sentence
 - 2.2.2 Phrases
 - 2.2.3 Clauses
- 2.3 Recognize and correct sentence fragments, run-ons, and comma splices.

Unit 3. Fundamentals of the Paragraph Development

General Outcome:

- 3.0 The students should be able to write paragraphs employing a variety of modes which include narration, description, process, example, comparison and/or contrast, definition, cause/effect, argumentation/persuasion, and classification.

Specific Learning Outcomes:

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

- 3.1 Distinguish between opinion and fact.
- 3.2 Limit a topic and provide a controlling idea.
- 3.3 Formulate a topic sentence.
- 3.4 Support the topic sentences with at least five sentences of relevant, concrete, and specific examples, details, facts, illustrations, etc.
- 3.5 Write an effective conclusion.
- 3.6 Use consistency in person, tense, mood voice, and number.
- 3.6.1 Use consistency in person, tense, mood, voice, and number.
- 3.6.2 Avoid slang, cliché, split constructions, and non-standard English.
- 3.6.3 Use a variety of sentence constructions, and modification techniques.
- 3.6.4 Use effective transitions.
- 3.7 Revise the rough draft.
- 3.8 Edit the final draft.

Unit 4. Strategies of the Multi-paragraph Essay

General Outcome:

- 4.0 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:

- 4.1 Apply principles of Units 1 and 2.
- 4.2 Use prewriting techniques such as outlining, mapping webbing, clustering, free writing, listing and questioning.
- 4.3 Use parallel structure where appropriate.
- 4.4 Write a thesis statement that reflects the major divisions of the paper.
- 4.5 Write an introductory paragraph that includes lead-in statements and the thesis.
- 4.6 Use effective transitions to achieve coherence.
- 4.7 Write supporting paragraphs, each logically organized and developed through use of specific details.
- 4.8 Write a concluding paragraph.
- 4.9 Write a minimum of four essays employing a variety of modes or mixed modes.
- 4.10 Write a least two essays in class.