

**CENTRAL TEXAS COLLEGE
SYLLABUS FOR DSLA 0315
GRAMMAR I (ESL)**

**Semester Hours Credit: 3
(Not Transferable)**

INSTRUCTOR: _____

OFFICE HOURS: _____

I. INTRODUCTION

- A. The purpose of this course is to provide an intensive study of basic grammar and its application in writing well-developed English sentences.
- B. This English-as-a-Second-Language (ESL) course is required for non-native speakers who have no entering TOEFL score or a score below 400 (paper-based), or 68 (Internet-based). It is needed for DSLA 0314, Writing I, and DSLA 0321, Writing II, and should be taken before, not concurrently, with other DSLA writing or developmental writing courses such as DSWR 0301.
- C. Prerequisite(s): None, but a CELT Grammar score is highly recommended. Also, if the CELT score in Listening/Speaking is under 40, then taking Listening I and Speaking I first is helpful.

II. COURSE LEARNING OUTCOMES

Upon successful completion of this course, the student will be able to identify correct verb and pronoun forms; identify subjects, verbs, direct objects, indirect objects, predicate nouns, predicate adjectives, adjectives, adverbs, conjunctions, and prepositional phrases; distinguish between nouns taking articles and those that don't; distinguish between count and non-count nouns; form simple sentences in basic patterns; apply capitalization rules to simple sentences, change sentences from active to passive voice, change sentences from sentences to questions, and use end punctuation as needed.

III. INSTRUCTIONAL MATERIALS FOR STUDENTS

The instructional materials identified for this course are viewable through www.ctcd.edu/books

Required: Set of earphones for personal use in lab.

IV. COURSE REQUIREMENTS

- A. Classes are 16 weeks during the fall and spring semesters and 10 weeks for the summer.
- B. Assignments are given to students by instructor daily. Hand in all assignments on time. Your teacher may reduce late assignments by one (1) letter grade for each late day.
- C. Try not to speak in your native language. Speak English as much as possible within the classroom.
- D. If the student is absent from class, it is his or her responsibility to contact his or her classmate/instructor to determine missed instruction. Each student must make appropriate arrangements to acquire assignments, announcements, lecture notes, and other pertinent information missed.
- E. If you are late for a major exam, announced quiz, or a major presentation, you will lose 10 pts. for that grade. If you are more than 15 minutes late for a test, you will not be allowed to take the exam and a make-up exam will be scheduled for you.

V. EXAMINATIONS

- A. Periodic examinations will be given during the course in order to evaluate a student's progress. There will be two major exams given: a midterm and a comprehensive final examination.

Failure to take the final examination for the course will result in a grade of zero (0) to be posted for that examination. Students may not "retake" any exam. No "early" finals, take-home or open-book examinations will be administered. No examination grades will be dropped.

- B. **If you miss an exam, and have an excused absence, your instructor will arrange a make-up at his/her discretion. Said make-up may involve counting the next exam as a 200 point exam.**

If you miss an exam, and do not have an excused absence then a make-up exam will be granted only at the discretion of the instructor. The make-up exam, if granted, will be given by appointment only.

- C. Cheating or any form of dishonesty will result in a zero on the exam and possible dismissal from school. Any incidents of cheating will go on your permanent school record. **All electronic devices such as cell phones and iPads must be turned off and put away out of sight while student is taking a test.**

- D. Class exams will be returned to students within three class periods after the exam is administered.
- E. The instructor may require students to use a Bluebook/Scantron for each examination. Bluebooks/Scantrons are available in the Campus Bookstore.
- F. The final exam will be given on **the last day of class**. You are required to be here at that time.

VI. SEMESTER GRADE COMPUTATIONS

To receive a passing grade of “A,” “B,” or “C” in this course, each student must complete all requirements and assignments, and earn a weighted average of 70% or above derived from the periodic/unit examinations, homework, assessments and the comprehensive final examination. The quizzes will determine 20%, homework will determine 10%, a journal will determine 5%, the midterm examination will determine 25%, and the final examination will determine 40% of the final average.

Final grades will follow the grade designation for developmental courses below:

- “A” – Weighted average of 90 – 100%
- “B” - Weighted average of 80 – 90%
- “C” - Weighted average of 70 – 79%
- “D” – Weighted average of 60 – 69%
- “F” – Weighted average of 0 – 59%
- “W” - Withdrawal from course (initiated by student)

Students may receive their grades through:

The CTC WebAdvisor (Online) System allows students to obtain their grades online. Instructions for using the WebAdvisor (online) Registration/Grades by computer are listed in the schedule bulletin.

Grades will not be posted.

VII. NOTES AND ADDITIONAL INSTRUCTIONS FROM THE INSTRUCTOR

- A. Course Withdrawal: It is the student’s responsibility to officially withdraw from a course if circumstances prevent attendance. Any student who must or desires to officially withdraw from a course after the first scheduled class meeting must file a Central Texas College Application for Withdrawal (CTC Form59). The withdrawal form must be signed by the student.

CTC Form 59 will be accepted at any time prior to Friday for the 12th week of classes during the 16-week fall and spring semesters. The deadline for a 10 week session is Friday of 7th week.

A student who officially withdraws will be awarded the grade of “W” provided the student’s academic performance is satisfactory at the time of official withdrawal. Students must file a withdrawal application with the College before they may be considered for withdrawal.

If you have been placed in a DSLA course due to the CELT, THEA, TOEFL, or other college placement tests, and you are taking other college-level courses, you will not be allowed to withdraw from the developmental course. Also, even though you may pass the THEA or TOEFL during the semester, you must remain in the developmental course for the remaining semester. If you withdraw under these conditions, the college may totally withdraw you from the program.

- B. Cellular Phones, Beepers, and Children: Cellular phones and beepers will be turned off while the student is in the classroom or laboratory. Children are not allowed to sit in class due to the liability issue.
- C. Americans With Disabilities Act (ADA): The Disability Support Services Program provides services to students who have appropriate documentation of a disability. Students requiring accommodations for class are responsible for contacting the Office of Disability Support Services (DSS) located on the central campus. This service is available to all students, regardless of location. Review the website at www.ctcd.edu/disability-support for further information. Reasonable accommodations will be given in accordance with federal and state laws through the DSS office.
- D. Civility: Individuals are expected to behave in the classroom with politeness, courtesy, and respect toward the instructor and other students in the room. Failure to act with civility can result in disciplinary action up to and including expulsion from CTC.
- E. Office Hours: Full-time instructors post their office hours outside their office doors. Part-time instructors may be available by appointment. Please feel free to see your instructor should you find yourself having difficulty with this course.

VIII. COURSE OUTLINE

This course has been designed so that the instructor will teach to you from the text and assign exercises in your workbook and through worksheets. This course will begin with a Skills Assessment which will be due by the end of the second week of class.

A. Unit One: Subjects, Verbs, Pronouns, Conjunctions, Objects, and Modifiers

1. Learning Outcomes:

- Given 10 sentences and a base verb, you will be able to assess the needed tense and use the correct form of the base verb with 70% accuracy. (Application, Evaluation)
- Given 3 sentences with a missing pronoun, complete 2 of the 3 sentences with the correct form of pronoun. (Knowledge)
- Given 5 sentences, correctly identify and analyze 70% of the grammatical elements to include subjects, verbs, direct objects, conjunctions, indirect objects, predicate nouns, predicate adjectives, and modifying structures such as simple adjectives, adverbs, and prepositional phrases. (Knowledge, Analysis)
- Give 5 sentences with missing prepositions or verb phrases containing prepositions; provide the correct preposition/verb phrase to fit the context of the sentence with 70% accuracy. (Knowledge)
- Given a computer, successfully access grades and enrollment information in WebAdvisor.

2. Learning Activities

- a. Identify action, linking, and helping verbs. (C5-7, F1-2, F8-12)
- b. Identify nouns and subjects. (C5-7, F1-2, F8-12)
- c. Identify simple adjectives and adverbs. (C5-7, F1-2, F8-12)
- d. Identify direct and indirect objects. (C5-7, F1-2, F8-12)
- e. Identify prepositional phrases. (C5-7, F1-2, F8-12)
- f. Write simple sentences with subjects, verbs, and simple modifiers. (adjectives, adverbs, and prepositional phrases) (F2, F7, F10-12)
- g. Recognize common count and non-count nouns. (C5-7, F1-2, F8-12)
- h. Use subject, object, possessive, demonstrative, and reflexive pronouns in basic sentences. (C5-7, F1-2, F8-12)
- i. Use verb phrases, modals, count and non-count nouns, and articles in basic sentences. (C5-7, F1-2, F8-12)

3. Equipment and Materials
 - a. Instructor prepared PPTs
 - b. Instructor prepared handouts

4. Lesson Outline from *Grammar in 15 Minutes*
 - a. Lesson 1: *Nouns*
 - (1) Common and proper nouns – Practice 1, p. 16-17
 - (2) Concrete and abstract – Practice 2, p.18
 - (3) Collective – Practice 3, p. 19
 - (4) Compound – Practice 4, p. 20
 - (5) Possessive Nouns – Practice, p. 170
 - (6) Non-count and count nouns

 - b. Lesson 2: *Pronouns*
 - (1) Personal
 - (2) Indefinite
 - (3) Demonstrative
 - (4) Reflexive and Intensive Practice, p. 28

 - c. Lesson 3: *Verbs*
 - (1) Action – Practice 1, p. 30
 - (2) Linking - Practice 2, p. 31-32
 - (3) Helping – Practice 3, p. 33

 - d. Lesson 4: *Verb Tenses*
 - (1) Simple
 - (2) Progressive
 - (3) Perfect – Practice all, p. 41

 - e. Lesson 8: *Prepositions and Prepositional Phrases*
 - (1) Practice, p. 60-61

 - f. Lesson 5: *Adjectives*
 - (1) Proper adjectives
 - (2) Possessive adjectives

 - g. Lesson 6: *Adverbs*
 - (1) Good and well
 - (2) Bad and Badly – Practice, p. 51

 - h. Lesson 9: *Conjunctions (Fanboys)*
 - (1) Coordinating conjunctions

- (2) Correlative conjunctions
- (3) Subordinating conjunctions- Practice, p. 67-68

- i. Lesson 10: *Subjects and Predicates*
 - (1) Simple and tricky subjects
 - (2) Simple and complete predicates – Practice, p. 77-78
- j. Lesson 16; Subject-Verb Agreement
 - (1) Conjugation of the verb BE
 - (2) Compound subjects and verbs
 - (3) Indefinite pronouns – Practice, p. 114-115
- k. Lesson 11: *Direct and Indirect Objects*
 - (1) Direct object
 - (2) Indirect object – Practice, p. 83

B. Unit Two: Articles, Capitalization, Punctuation and Creating Questions

1. Learning Outcomes

- Given 10 sentences with 30 missing articles, determine/judge if an article is needed. Supply the necessary article or leave the sentence blank with 70% accuracy. (Evaluation)
- Given 2 statements, change them to questions with 100% accuracy. (Comprehension, Application)
- Given 5 sentences with count and non-count nouns, select the correct quantifying adjectives to precede the nouns with 70% accuracy. (Knowledge)
- Given 5 sentences where there is no capitalization, capitalize the appropriate words according to standard rules for capitalization with 70% accuracy. (Knowledge, Application)
- Given 5 sentences where there are punctuation errors, edit sentences according to standard rules for punctuation with 70% accuracy (knowledge, Application)

2. Learning Activities

- a. Identify articles. (C5-7, F1-2, F8-12)
- b. Identify the need for or omission of articles. (C5-7, F1-2, F8-12)
- c. Analyze sentences and apply three rules for changing statements to questions (C5-7, F1-2, F8-12)
- d. Identify common count and non-count nouns (C5-7, F1-2, F8-12)
- e. Determine the need for articles and plurals based on status of nouns: count and non-count (C5-7, F1-2, F8-12)

- f. Insert capitalization into sentences when appropriate (C5-7, F1-2, F8-12)
 - g. Edit punctuation within sentences when appropriate (C 5-7, F 1-2, F 8-12)
3. Equipment and Materials
- a. Instructor prepared PPTs
 - b. Instructor prepared handouts
4. Lesson Outline
- a. From the Internet: *Articles*
 - (1) Download handouts under *Student Assignments* at <http://www.ctcd.edu/esl/pg-esl.htm>
 - b. From the Internet: *Count and Non-count Nouns*
 - (1) Download handouts under *Student Assignments* at <http://www.ctcd.edu/esl/pg-esl.htm>
 - c. Lesson 27: *Capitalization*
 - (1) Practice, p. 175
 - d. Lesson 26; *Apostrophes*
 - (1) Contractions
 - e. Lesson 13: *Clauses*
 - (1) Independent clauses
 - (2) Subordinates clauses
 - (3) Relative clauses – Practice, p. 96-97
 - f. Lesson 14: *Combining Sentences*
 - (1) Simple sentences
 - (2) Compound sentences
 - g. Lesson 15: *Fragments and run-ons*
 - (1) Fragments
- C. Unit Three: *Verb Tenses, Active/Passive Voice, Sentence Patterns, and End Punctuation Marks.*

1. Learning Outcomes

- Given 150 irregular verbs, students will be able to recognize and recite the present, past and past participle forms with 70% accuracy. (Comprehension)
- Given 5 active or passive sentences, students will be able to arrange/change sentences from active voice to passive voice or passive voice to active voice with 70% accuracy. (Synthesis)
- Given 5 sentence patterns, students will be able to integrate use of 1-7 items and construct correct original sentences with 70% accuracy. (Synthesis, Evaluation)

- Given sentences, questions, or exclamations, the student will use periods, question marks, and exclamation points correctly. (Application)

2. Learning Activities

- Identify simple present, past, future, and progressive tenses. (C5-7, F1-2, F8-12)
- Identify modal auxiliaries and their uses. (C5-7, F1-2, F8-12)
- Recognize and recall irregular verb forms. (C5-7, F1-2, F8-12)
- Write basic sentences using simple present, past, future, and progressive tenses. (F2, F7, F10-12)
- Write simple sentences using modal auxiliaries to express correct intent. (F2, F7, F10-12)
- Change active voice sentences to passive and passive voice sentences to active. (C5-7, F1-2, F9-12)
- Use correct end punctuation: periods, question marks, and exclamation points. (F2, F7, F10-12)

3. Equipment and Materials

- Instructor prepared PPTs
- Instructor prepared handouts

4. Lesson Outline

- Review Lesson 4, *Grammar in 15 Minutes, Verb Tenses*
- Lesson 14, *Grammar in 15 Minutes, Combining Sentences*
(1) Complete section on Simple Sentences only
- From the Internet: *Active and Passive Voice*
(1) Download handouts under *Student Assignments* at <http://www.ctcd.edu/esl/pg-esl.htm>

D. Unit Four: *Writing and Editing Paragraphs*

2. Learning Outcomes - In conjunction with writing, students will edit their work for clarity while following the rules for standard English grammar.

- Given a writing activity, students will understand the elements of simple and compound sentences (C5, C6)
- Given a writing activity, students will understand specific punctuation rules (C5, C6)
- Given example sentences, students will be able to determine the sentence types (C7, F1, F12)

- Given an activity, students will utilize a variety of sentence types utilizing specific patterns (C16, F2, F7, F12)
- Students will edit their sentences (C16, F2, F7, F12)