

## FLORIDA STATE COLLEGE AT JACKSONVILLE

## COLLEGE CREDIT COURSE OUTLINE

COURSE NUMBER: LIN 2670

COURSE TITLE: English Grammar: Usage and Mechanics

PREREQUISITE(S): ENC 0021 or satisfactory score on placement test

COREQUISITE(S): None

CREDIT HOURS: 3

CONTACT HOURS/WEEK: 3

CONTACT HOUR BREAKDOWN:

Lecture/Discussion: 3

Laboratory:

Other \_\_\_\_\_:

FACULTY WORKLOAD POINTS: 3

STANDARDIZED CLASS SIZE ALLOCATION: 25

## CATALOG COURSE DESCRIPTION:

This course provides a brief introduction to the history of the English language, an overview of developments in American English, instruction in dictionary usage, and an intensive study of traditional American English grammar usage and mechanics for those students who wish to improve both their understanding and use of standard American English. This course also includes CLAST writing competencies with emphasis on preparation for the CLAST English language skills exam. The course does not replace a college preparatory course which a student may be required to take.

SUGGESTED TEXT(S):

Hacker, Diana. The Bedford Handbook. Boston: Bedford/St. Martin's, (latest edition).

Glazier, Teresa Frasier. The Least You Should Know About English. New York: Holt, Rhinehart, (latest edition)

Hodges, J.C. et al., Harbrace College Handbook. New York: Harcourt, Brace Jovanovich, (latest edition)

SUGGESTED TEXT(S): (continued)

Ruszkiewicz, Friend, and Hairston. The Scott Foresman Handbook for Writers. Upper Saddle River, NJ: Pearson, (latest edition).

SUGGESTED FOR INSTRUCTORS:

McCrum, Robert et al., The Story of English. Viking, (latest edition) (Accompanying video tapes are available).

IMPLEMENTATION DATE:

Fall Term, 1991 (901)

REVIEW OR MODIFICATION DATE:

Fall Term, 1996 (971)

Fall Term, 2002 (20031)

Fall Term, 2008 (20091) - Outline Review 2007

COURSE TOPICS	*CONTACT HOURS <u>PER TOPIC</u>
I. Introduction to the History of the English Language and Overview of Developments in American English	3
II. Dictionary Usage	1
III. Word Use	3
A. Exactness	
B. Clarity	
C. Denotation and Connotation	
IV. The Sentence	6
A. Basic Sentence Units and Functions	
B. Clauses	
C. Phrases and Verbals	
V. Effective Sentences**	8
A. Subordination	
B. Mixed Constructions	
C. Modifier Placement	
D. Parallelism	
E. Emphasis	
F. Consistency	
VI. Usage	9
A. Verbs	
1. Agreement	
2. Tense	
3. Standard Forms	
B. Pronouns	
1. Agreement	
2. Case	
3. Reference	
C. Adjectives and Adverbs	
VII. Sentence Mechanics	6
A. Capitals	
B. Abbreviations	
C. Numbers	

COURSE TOPICS (cont.)

\*CONTACT HOURS  
PER TOPIC

VIII. Punctuation

9

- A. End Punctuation
- B. Comma
- C. Semicolon
- D. Apostrophe
- E. Quotation Marks
- F. Colon
- G. Other Marks

\* The time spent on specific course topics may vary within the indicated range according to the needs of the students.

\*\* Students will be required to employ their improving skills in various writing and editing tasks.



NOTE: Use either the Tab key or mouse click to move from field to field. The box will expand to accommodate your entry.

<b>Section 1</b>	<b>SEMESTER CREDIT HOURS (CC): 3</b>
<b>COURSE PREFIX AND NUMBER: LIN 2670</b>	<b>CONTACT HOURS (NCC): _____</b>
<b>COURSE TITLE: English Grammar: Usage and Mechanics</b>	

<b>Section 2</b>
<b>TYPE OF COURSE: (Click on the box to check all that apply)</b>
<input checked="" type="checkbox"/> AA Elective <input type="checkbox"/> AS Required Professional Course <input type="checkbox"/> College Prep <input type="checkbox"/> AS Professional Elective <input type="checkbox"/> AAS Required Professional Course <input type="checkbox"/> Technical Certificate <input type="checkbox"/> Other _____ <input type="checkbox"/> PSAV <input type="checkbox"/> Apprenticeship <input type="checkbox"/> General Education: (For General Education courses, you must also complete Section 3 and Section 7)

<b>Section 3 (If applicable)</b>
<b>INDICATE BELOW THE DISCIPLINE AREA FOR GENERAL EDUCATION COURSES:</b>
<input type="checkbox"/> Communications <input type="checkbox"/> Social & Behavioral Sciences <input type="checkbox"/> Mathematics <input type="checkbox"/> Natural Sciences <input type="checkbox"/> Humanities

<b>Section 4</b>
<b>INTELLECTUAL COMPETENCIES:</b>
<input checked="" type="checkbox"/> Reading <input type="checkbox"/> Speaking <input type="checkbox"/> Critical Analysis <input type="checkbox"/> Quantitative Skills <input type="checkbox"/> Scientific Method of Inquiry <input checked="" type="checkbox"/> Writing <input type="checkbox"/> Listening <input type="checkbox"/> Information Literacy <input type="checkbox"/> Ethical Judgment <input type="checkbox"/> Working Collaboratively

<b>Section 5</b>	<b>METHOD OF ASSESSMENT</b>
<b>LEARNING OUTCOMES</b>	<b>METHOD OF ASSESSMENT</b>
• Students will be able to:	Quizzes
• Recognize and identify the parts of speech, sentence patterns, and sentence types	Tests
• Write sentences using varied sentence patterns and types	Written applications/assignments
• Apply the rules of usage to their writing	Exercises
• Apply the rules of pronunciation and mechanics to their writing	
• Edit writing for grammar, punctuation, and mechanics	
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<b>Section 6</b>
Name of Person Completing This Form: <u>Charles Smires</u>
Date: <u>11/15/2007</u>