

ENGLISH GRAMMAR AND COMPOSITION III

EN103 CLASS SYLLABUS SPRING 2014

Instructor: Mrs. Joy Flint

Email: jflint@nvbc.org

I. Description

This course, assuming a comprehensive knowledge of English grammar, stresses critical thinking skills and techniques for effective speaking, writing, and vocabulary building.

II. Objectives: Upon completion of this course, the student should be able to demonstrate ...

- A. the ability to think critically and to communicate clearly in writing and speech,
- B. the skills of composing clear, precise, strong sentences, well-developed paragraphs, and logical essays in Standard Formal English, and
- C. the aptitude to carefully read and comprehend assigned text by producing a paraphrase or précis of a given text.

III. Required Text:

- A. *Handbook of Grammar & Composition*, by James A. Chapman
- B. Various articles on class url: <http://www.gsbc.edu/classes/jflint.html>

IV. Grading Criteria:

40% Tests: A passing grade on all four tests is required to successfully complete the class.

	Test 1:	Midterm/Test 2:	Test 3:	Final/Test 4:
EN103A	Wed Feb 19 th	Mon Mar 10 th	Wed Apr 9 th	Wed Apr 30 th
EN103B	Wed Feb 19 th	Wed Mar 12 th	Wed Apr 9 th	Fri May 2 nd

20% Quizzes: There will be approximately 10 quizzes.

30% One or two compositions will be assigned every week and graded on content and format. Format specifications are included in a separate document. Please keep in mind that **all student compositions are subject to in-class analysis.**

10% Homework will be assigned nearly each day of class. Homework will include but not be limited to: grammar worksheets, SVDP, and reading.

V. Important information regarding assignments:

- A. Class assignments are published on-line at: <http://www.gsbc.edu/classes/jflint.html>
- B. If a class is cancelled, any assignment due on that day will not be collected until *the next time the class meets*.
- C. **All work is due at the beginning of the class hour on the assigned date.** If a student is still writing, editing, stapling, and/or etc. his assignment, or if a student arrives one minute or more after the hour, his assignment will **NOT BE ACCEPTED. Because of this policy, students are encouraged to email assignments to the instructor.**
- D. Please see me if you have a planned absence and want to complete an assignment in advance. It is recommended that you **have a designated "EN103 Buddy"** and at least one "EN103 Backup Buddy" who will be responsible for turning in your assignments when you are absent.