

Basic English

EN99 • Spring 2014

Mrs. Lauren Morris

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Course Objectives:

- To obtain a solid foundation in English language skills including grammar, composition, reading comprehension, spelling, diction, and vocabulary.
- To develop the skills of clear, correct writing in standard English.
- To improve reading comprehension and critical thinking.

Course Materials: (Available in the GSBC bookstore)

- *Merriam-Webster Collegiate Dictionary*
- *GSBC Basic English Handbook*
- Composition book

Grading:

Course grades will be computed according to the following weights:

Final Exam and Tests	50%
Homework	25%
Quizzes	15%
Weekly Journal	10%

The following grading scale will be used:

93 –100	A	Excellent
84-92	B	Above Average
75-83	C	Average
66-74	D	Below Average
0-65	F	Unsatisfactory

Class Structure and Policies:

- **Homework**—Every Thursday two homework assignments will be due. The first homework sheet will be a Word Studies worksheet (including work on spelling, stems, and diction). The second homework sheet will be Grammar homework (covering topics gone over in class, as well as reading and memorization drills). Please print out copies of both assignments, do them, and bring them to class on Thursday.
- **Quizzes/Tests**—A quiz or test will be given every week that class meets. Tests may be made up in the office within two weeks. Quizzes may not be made up. Missed quizzes will not affect your grade.
- **Writing Journals** will be due every Friday and collected at the instructor's discretion. Entries will be handwritten in your composition book. This writing is to get you comfortable expressing your ideas and will only be graded on a done/not done basis.
- All assignments must be turned in at or before the beginning of the class hour on the due date. Assignments are due whether or not you attend class. If you will miss a class, please send in your assignment with a buddy or put it in my in-box in the copy room **before** it is due. Assignments turned in up to one week late will be docked 10%. After one week, the assignment may not be turned in for credit.
- **You are responsible to obtain all notes and assignments missed during a class session in which you were absent.** It is a good idea to have a buddy who will be responsible to help you if you're absent. Know what homework is due and submit it on time.
- If a class is canceled, any assignments that were due will be due the next time the class meets.