COURSE OUTLINE OF RECORD

Number: ENGW G021  
TITLE: Writing Center Conference II

ORIGINATOR: Instructor Placeholder AAA  
EFF TERM: Summer 2007

FORMERLY KNOWN AS:  
DATE OF OUTLINE/REVIEW: 04-20-2007

CROSS LISTED COURSE:  
TOP NO: 1501.00

COURSE DESCRIPTION:
This course continues the individually tailored writing instruction begun in English G097 and can be taken in connection with any college course requiring writing assignments. Open entry/open exit.

JUSTIFICATION FOR COURSE:

PREREQUISITES:

COREQUISITES:

ADVISORIES:

ASSIGNED DISCIPLINES:
English

MATERIAL FEE: Yes [ ] No [X] Amount: $0.00

CREDIT STATUS: Noncredit [ ] Credit - Degree Applicable [ ] Credit - Not Degree Applicable [X]

GRADING POLICY: Pass/No Pass [X]  Standard Letter [ ]  Not Graded [ ]  Satisfactory Progress [ ]

OPEN ENTRY/OPEN EXIT: Yes [X] No [ ]

TRANSFER STATUS: CSU Transferable[ ]  UC/CSU Transferable[ ]  Not Transferable[X]

BASIC SKILLS STATUS: Yes [X] No [ ]  LEVELS BELOW TRANSFER: 2 levels below transfer level

CALIFORNIA CLASSIFICATION CODES: Y - Not Applicable
NON CREDIT COURSE CATEGORY: Y - Not applicable, Credit Course

OCCUPATIONAL (SAM) CODE: E

REPEATABLE ACCORDING TO STATE GUIDELINES: No [X]  Yes [ ] NUMBER REPEATS:

REQUIRED FOR DEGREE OR CERTIFICATE: No [X] Yes [ ]

GE AND TRANSFER REQUIREMENTS MET:

COURSE LEVEL STUDENT LEARNING OUTCOME(S) Supported by this course:

1. appraise the skills and resources acquired in the modular course and apply them to all written college assignments.
2. revise writing to reflect skill in using standard English conventions.
3. perform the writing process to address specific writing assignments and structure appropriate responses.

COURSE OBJECTIVES:

1. Remediate specific mechanical errors such as grammar, punctuation, and sentence structure.
2. Demonstrate improved ability to use the writing process to address specific writing assignments and structure appropriate responses.
3. Demonstrate skill in using standard English conventions.
4. Apply the skills and resources acquired in the modular course to all written college assignments.

**COURSE CONTENT:**

**LECTURE CONTENT:**

An expansion and extension of the following course scope and content begun in English 097.

After enrolling in a ticketed section of English 098, students will be able to use the services of the Writing Center at any time during operating hours.

Using suggestions from the student's classroom instructor, writing sample, and conference with the student, the Writing Center instructor will design self-paced, modular courses for each student enrolled in English 098; course content will depend on the individual student's remediation needs. To earn credit for the course, students will be required to attend the Writing Center for a minimum of 18 hours per semester and satisfactorily complete the modular assignments.

Both modular assignments and conference work may address the following aspects of the writing process:

A. Prewriting Determination:
   1. Purpose
   2. Audience
   3. Tone
   4. Stance

B. Analysis
   1. Inquiry method:
      a. Freewriting
      b. Brainstorming
      c. Research
   2. Inquiry mode:
      a. Definition
      b. Comparison
      c. Casual relationship
      d. Circumstance
      e. Testimony

C. Thesis
   1. Unified idea
   2. Restricted scope
   3. Specific language
   4. Inherent worth

D. Arrangement of Material
   1. Structure
      a. Sequential logic
      b. Thesis placement
   2. Strategy
      a. Process
      b. Narration
      c. Description
      d. Comparison
      e. Classification
      f. Persuasion/Argumentation
      g. Cause/Effect
E. Paragraph
1. Function
   a. Introduction
   b. Development
   c. Conclusion
   d. Transition
2. Unity
   a. Controlling idea
   b. Topic sentence
3. Coherence
   a. Relation
   b. Accumulation
   c. Repetition
4. Development
   a. Example
   b. Evidence
   c. Detail
   d. Explanation
5. Transition
   a. Repetition
   b. Parallelism
   c. Conjunction

F. Grammar and Sentence Structure
1. Convention
   a. Parts of speech
   b. Verb forms and functions
   c. Pronoun case and reference
   d. Modifiers
   e. Sentence elements
2. Logic
   a. Syntax
   b. Subordination
   c. Coordination
   d. Reference
   e. Parallelism

G. Usage
1. Exactness
2. Predication
3. Emphasis
4. Appropriateness
5. Directness
H. Punctuation
1. End sentence
   a. Period
   b. Question mark
   c. Exclamation point
2. Internal sentence
   a. Comma
   b. Semicolon
   c. Colon
   d. Dash
   e. Parentheses
   f. Quotation marks
   g. Brackets
LABORATORY CONTENT:

An expansion and extension of the following course scope and content begun in English 097.

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   c. Exclamation point
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   a. Comma
   b. Semicolon
   c. Colon
   d. Dash
   e. Parentheses
   f. Quotation marks
   g. Brackets
   h. Ellipsis
3. Word
   a. Italics
   b. Capitals
   c. Apostrophe
   d. Hyphen

I. Mechanics
1. Numbers
2. Abbreviations
3. Syllabication

J. Words
1. Meaning
   a. Denotation and connotation
   b. Etymology
   c. Dictionary
2. Spelling
   a. Plurals
   b. Suffixes
   c. Standard rules
   d. Dictionary
3. Grammar

K. Documentation
1. Information collection
2. Discernment
   a. Fact
   b. Inference/interpretation
   c. Opinion
   d. Conclusion
3. Notation form
   a. Summary
   b. Paraphrase
   c. Direct quotation
4. System of documentation
   a. Name and page system
   b. Name and year system
   c. Number system
   d. Footnote system
   e. Format

METHODS OF INSTRUCTION:

A. Lab:
B. Independent Study:

INSTRUCTIONAL TECHNIQUES:

COURSE ASSIGNMENTS:

Reading Assignments
A. Students will be required to spend an average of one hour a week completing the assignments in the modular course. Students may be either referred by a classroom instructor or be self-referred. In either case, they will work with a Writing Center instructor for diagnosis of remediation needs and design of the modular assignment. Components of the course will be drawn from the Course Scope and Content on the previous pages.

Out-of-class Assignments
When appropriate to their modular course, students will be assigned to read essays for analysis of content or as models for their own writing assignments and to study English handbook lessons. They may also be required to use audio, video and computer lessons to enhance their understanding of standard English conventions. Finally, they may be asked to attend Writing Center seminars on topics included in their modular plan.

Writing Assignments
Activities will vary according to student remediation needs but will include generating sentences, paragraphs and short essays; completing exercises on punctuation, usage and sentence construction; and ongoing consultation with instructor for diagnosis and evaluation of completed work (both classroom and Writing Center assignments).

METHODS OF STUDENT EVALUATION:

Written Assignments
Problem Solving Exercises
Skills Demonstration

Demonstration of Critical Thinking:

Students will learn to apply the concepts of standard English usage to all college writing assignments. Moreover, they will develop critical thinking and problem solving skills in approaching writing assignments and determining the best method of organization and presentation.
Required Writing, Problem Solving, Skills Demonstration:
Activities will vary according to student remediation needs but will include generating sentences, paragraphs and short essays; completing exercises on punctuation, usage and sentence construction; and ongoing consultation with instructor for diagnosis and evaluation of completed work (both classroom and Writing Center assignments).

TEXTS, READINGS, AND RESOURCES:

Other:
1. Exercises and handouts available in the Writing Center

LIBRARY:
Adequate library resources include:

Comments:

Attachments:
Attached Files