

CATALOG INFORMATION

Dept and Nbr: ENGL 770

Title: WRITING CENTER

Full Title: Writing Center

Last Reviewed: 8/27/2018

Units		Course Hours per Week		Nbr of Weeks	Course Hours Total	
Maximum	0	Lecture Scheduled	0	17.5	Lecture Scheduled	0
Minimum	0	Lab Scheduled	0	1	Lab Scheduled	0
		Contact DHR	10.00		Contact DHR	175.00
		Contact Total	10.00		Contact Total	175.00
		Non-contact DHR	0		Non-contact DHR	0

Total Out of Class Hours: 0.00

Total Student Learning Hours: 175.00

Title 5 Category: Non-Credit

Grading: Non-Credit Course

Repeatability: 27 - Exempt From Repeat Provisions

Also Listed As:

Formerly:

**Catalog Description:**  
Students will receive supplemental instruction in basic English skills. Supports ENGL 305, 302, 100 and students needing remediation of their basic English skills (writing, grammar, reading).

**Prerequisites/Corequisites:**

**Recommended Preparation:**

**Limits on Enrollment:**

**Schedule of Classes Information:**  
Description: Students will receive supplemental instruction in basic English skills. Supports ENGL 305, 302, 100 and students needing remediation of their basic English skills (writing, grammar, reading). (Non-Credit Course)  
Prerequisites/Corequisites:  
Recommended:  
Limits on Enrollment:  
Transfer Credit:

Repeatability: Exempt From Repeat Provisions

## **ARTICULATION, MAJOR, and CERTIFICATION INFORMATION:**

<b>AS Degree:</b>	<b>Area</b>	<b>Effective:</b>	<b>Inactive:</b>
<b>CSU GE:</b>	<b>Transfer Area</b>	<b>Effective:</b>	<b>Inactive:</b>

<b>IGETC:</b>	<b>Transfer Area</b>	<b>Effective:</b>	<b>Inactive:</b>
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<b>CSU Transfer:</b>	<b>Effective:</b>	<b>Inactive:</b>
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<b>UC Transfer:</b>	<b>Effective:</b>	<b>Inactive:</b>
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**CID:**

**Certificate/Major Applicable:**

Not Certificate/Major Applicable

## **COURSE CONTENT**

**Outcomes and Objectives:**

Students will improve their understanding of and skills in writing and/or research.

**Topics and Scope:**

Students will receive instruction in one or more of the following:

Writing

- I. Brainstorming strategies
- II. Audience and tone
- III. Narrowing a topic
- IV. Broadening a topic
- V. Essay organization patterns
  - A. Narrative
  - B. Descriptive
  - C. Cause and effect
  - D. Compare and contrast
  - E. Analysis/Synthesis
  - F. Argument
- VI. Introductory devices
- VII. Concluding the essay
- VIII. Paragraph development
  - A. Developing support
    1. Explanation
    2. Examples
    3. Supporting quotes
    4. Other kinds of research as support
  - B. Transitions between sentences
  - C. Transitions between paragraphs
- IX. Style
  - A. Vocabulary
  - B. Figurative language

- C. Avoiding wordiness and redundancy
- X. Editing and revision
  - A. Formatting
  - B. Creating a title
- XI. Research and documentation techniques/guidelines
  - A. MLA
  - B. APA
  - C. Avoiding plagiarism

#### Grammar

- I. Parts of speech
- II. Basic punctuation and spacing
- III. Titles
- IV. Numbers and dates
- V. Capitalization
- VI. Abbreviation
- VII. Spelling:
  - A. Commonly misspelled words
  - B. Homonyms
  - C. Hyphenated words
- VIII. Subject/verb agreement
- IX. Pronoun/Antecedent agreement
- X. Dangling phrases
- XI. Wordiness

#### Basic Reading:

- I. Identifying the main idea in paragraphs and longer readings
- II. Identifying major and minor details
- III. Writing a summary
- IV. Writing a response
- V. Improving vocabulary
- VI. Identifying tone
- VII. Distinguishing between fact and opinion
- VIII. Genres of literature

#### **Assignment:**

Students will independently complete and revise assignments for basic English and other classes, with assistance from instructors who are available for individual tutorials.

#### Representative Assignments:

1. Lab projects related to English composition courses.
2. Writing and revising compositions for Engl 305, 302, 100.
3. Writing and revising research papers.
4. Reading and analyzing assignments.
5. Library and Internet research.
6. Basic grammar, punctuation, and spelling tutorials.

#### **Methods of Evaluation/Basis of Grade:**

**Writing:** Assessment tools that demonstrate writing skills and/or require students to select, organize and explain ideas in writing.

None

Writing  
0 - 0%

**Problem Solving:** Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.

None

Problem solving  
0 - 0%

**Skill Demonstrations:** All skill-based and physical demonstrations used for assessment purposes including skill performance exams.

Complete and revise assignments

Skill Demonstrations  
10 - 90%

**Exams:** All forms of formal testing, other than skill performance exams.

None

Exams  
0 - 0%

**Other:** Includes any assessment tools that do not logically fit into the above categories.

Attendance and participation.

Other Category  
10 - 90%

### **Representative Textbooks and Materials:**

Instructor prepared materials