

CATALOG INFORMATION

Dept and Nbr: ADLTED 570.2 Title: GRAMMAR IMPROVEMENT  
Full Title: Grammar Improvement for Test Preparation  
Last Reviewed: 2/26/2018

Units		Course Hours per Week		Nbr of Weeks	Course Hours Total	
Maximum	0	Lecture Scheduled	0	9	Lecture Scheduled	0
Minimum	0	Lab Scheduled	2.00	4	Lab Scheduled	18.00
		Contact DHR	0		Contact DHR	0
		Contact Total	2.00		Contact Total	18.00
		Non-contact DHR	0		Non-contact DHR	0

Total Out of Class Hours: 0.00

Total Student Learning Hours: 18.00

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 reading and writing skills. Supports students needing remediation of basic English grammar and reading comprehension.

**Prerequisites/Corequisites:**

**Recommended Preparation:**

**Limits on Enrollment:**

**Schedule of Classes Information:**  
Description: Students will receive supplemental instruction in basic English reading and writing skills. Supports students needing remediation of basic English grammar and reading comprehension. (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:**

Certificate Applicable Course

## **COURSE CONTENT**

### **Student Learning Outcomes:**

At the conclusion of this course, the student should be able to:

1. Use grammar effectively in pre-writing, drafting, revising, and editing of writing assignments.
2. Read and interpret test questions.
3. Apply effective techniques in writing essay exams.
4. Complete writing assignments with greater confidence.

### **Objectives:**

At the conclusion of this course, the student should be able to:

1. Improve their understanding of grammar skills in writing and essay exam completion.

### **Topics and Scope:**

Students will receive instruction in one or more of the following as they work on classroom assignment and test preparation:

#### Essay Exams

- I. Anticipating exam questions
- II. Reading and analyzing exam questions
- III. Organizing exam material
- IV. Strategies for completing essay exams

#### 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
- XII. 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

#### 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 writing

#### 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 or HSE composition courses
- 2. Writing and revising compositions
- 3. Writing and revising summary and response papers
- 4. Reading and analyzing assignments
- 5. Basic grammar, punctuation, and spelling tutorials
- 6. Practice essay exams

#### 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
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Writing 0 - 0%
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**Problem Solving:** Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.

None	Problem solving 0 - 0%
<b>Skill Demonstrations:</b> All skill-based and physical demonstrations used for assessment purposes including skill performance exams.	
Complete and revise assignments; practice essay exams	Skill Demonstrations 10 - 90%
<b>Exams:</b> All forms of formal testing, other than skill performance exams.	
None	Exams 0 - 0%
<b>Other:</b> 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