

Course Outline of Record

1. Course Code: ESL-371A
2.
 - a. Long Course Title: Advanced Grammar and Editing
 - b. Short Course Title: ADV. GRAMMAR & EDIT
3.
 - a. Catalog Course Description:

Non-native English speaking students will learn advanced level grammar and language structures applicable to college writing as well as strategies for editing their own writing. Strongly recommended corequisite for students enrolled in ESL 371 Academic English II.
 - b. Class Schedule Course Description:

Non-native English speaking students will learn advanced level grammar and language structures applicable to college writing as well as strategies for editing their own writing. Strongly recommended corequisite for students enrolled in ESL 371 Academic English II.
 - c. Semester Cycle (if applicable): N/A
 - d. Name of Approved Program(s):
 - ADVANCED ACADEMIC ENGLISH AS A SECOND LANGUAGE NONCREDIT Certificate of Competency
4. Total Units: 0 Total Semester Hrs: 36.00
 Lecture Units: 0 Semester Lecture Hrs: 36.00
 Lab Units: 0 Semester Lab Hrs: 0
 Class Size Maximum: 29 Allow Audit: Yes
 Repeatability Noncredit - Unlimited
 Justification unlimited
5. Prerequisite or Corequisite Courses or Advisories:

Course with requisite(s) and/or advisory is required to complete Content Review Matrix (CCForm1-A)

Advisory: ESL 371 Strongly advised as a corequisite course as both ESL 371 and ESL 371A both utilize editing.

Prerequisite: ESL 370A Identify and apply basic principles of grammar to simple, compound, and complex sentence patterns.
6. Textbooks, Required Reading or Software: (List in APA or MLA format.)
 - a. Azar (2016). *Understanding and Using English Grammar* (5th/e). Pearson. ISBN: 0134268822
 College Level: No
 Flesch-Kincaid reading level: 9-12
 - b. Bullock, Richard, et al.. *Little Seagull Handbook 2nd ed.*. W.W. Norton , 02-01-2014.
7. Entrance Skills: *Before entering the course students must be able:*
 - a.

Understand basic strategies to edit own writing with instructor comments.

 - ESL 370A - 1. Use learned strategies to edit own writing more effectively with instructor comments. 2. Analyze and identify grammatical structures in own writing as part of the writing process. 3. Use vocabulary and language appropriate to academic work.
 - b.

Basic understanding of parts of speech.

 - ESL 370A - 1. Use learned strategies to edit own writing more effectively with instructor comments. 2. Analyze and identify grammatical structures in own writing as part of the writing process. 3. Use vocabulary and language appropriate to academic work.

c.

Use vocabulary and language appropriate to academic work.

- ESL 370A - 1. Use learned strategies to edit own writing more effectively with instructor comments. 2. Analyze and identify grammatical structures in own writing as part of the writing process. 3. Use vocabulary and language appropriate to academic work.

8. Course Content and Scope:

Lecture:

1. Recognize grammar as a tool for writing college diction through:
 1. parts of speech;
 2. sentence patterns;
 3. phrases;
 4. clauses.
2. Construct sentences that utilize mastery of academically appropriate:
 1. adjectival, noun and adverbial clauses in complex sentences;
 2. adjectival clauses reduced to phrases;
 3. appropriate verbal (infinitive or gerund) according to function and meaning;
 4. passive voice and active voice;
 5. parallel structure;
 6. Direct, indirect, reported speech;
 7. position the object of phrasal verbs;
 8. appropriate word order for a series of attributive and predicative adjectives;
 9. conditional sentences;
 10. appropriate punctuation, capitalization, spelling, and college diction.
3. Identify and analyze sentence structure to correct:
 1. fragments;
 2. comma splices;
 3. run-on's;
 4. dangling or misplaced modifiers.

Lab: (if the "Lab Hours" is greater than zero this is required)

9. Course Student Learning Outcomes:

1.
Identify and apply detailed principles of grammar to simple, compound, and complex sentence patterns;
2.
Recognize most patterns of errors and use strategies to effectively edit own writing using vocabulary and sentence structure appropriate to college writing.

10. Course Objectives: *Upon completion of this course, students will be able to:*

- a. Analyze and identify grammatical structures in college level writing;
- b. Use appropriate college diction;
- c. Recognize most patterns of errors and use strategies to effectively edit own writing using vocabulary and sentence structure appropriate to college writing.

11. Methods of Instruction: (*Integration: Elements should validate parallel course outline elements*)

- a. Activity
- b. Collaborative/Team
- c. Discussion
- d. Distance Education
- e. Individualized Study
- f. Lecture

- g. Participation
- h. Technology-based instruction

12. Assignments: *(List samples of specific activities/assignments students are expected to complete both in and outside of class.)*

In Class Hours: 36.00

Outside Class Hours: 36.00

a. In-class Assignments

Peer-editing multiple drafts of 3-4 essays.
 Partner Activities identifying various types of grammar errors in authentic sentences such as song lyrics and student writing.

b. Out-of-class Assignments

Readings on grammar topics.
 Writing and editing multiple drafts of 3-4 essays: Annotated Bibliography, Critical Analysis, Persuasive Argument.
 Textbook software- individualized plan for grammar reading, practice, and assessment.

13. Methods of Evaluating Student Progress: *The student will demonstrate proficiency by:*

- College level or pre-collegiate essays
- Written homework
- Term or research papers
- Self-paced testing
- Group activity participation/observation
- Self/peer assessment and portfolio evaluation
- True/false/multiple choice examinations
- Mid-term and final evaluations
- Student participation/contribution
- Student preparation

14. Methods of Evaluating: Additional Assessment Information:

15. Need/Purpose/Rationale -- *All courses must meet one or more CCC missions.*

PO-BS Reading and Writing Skills

Read complex passages with understanding.

Type structured texts in a variety of written forms according to purpose and audience.

Apply English conventions of grammar, mechanics, usage, punctuation, and format according to course intensity.

Recognize writing as a process (brainstorming, organizing, drafting) and revise and edit original work based on self-evaluation and peer review.

IO - Personal and Professional Development

Self-evaluate knowledge, skills, and abilities.

Value the feedback of others.

IO - Critical Thinking and Communication

Apply standard conventions in grammar, mechanics, usage and punctuation.

16. Comparable Transfer Course

University System	Campus	Course Number	Course Title	Catalog Year
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17. Special Materials and/or Equipment Required of Students:

18. Materials Fees: Required Material?

Material or Item	Cost Per Unit	Total Cost
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19. Provide Reasons for the Substantial Modifications or New Course:

Some SLO, objectives, PLO and/or ILO minor modifications to meet the current standards as set by the Outcomes and Assessment Committee.

20. a. Cross-Listed Course (Enter Course Code): *N/A*
 b. Replacement Course (Enter original Course Code): *N/A*

21. Grading Method (choose one): Pass/No Pass Optional

22. MIS Course Data Elements

- a. Course Control Number [CB00]: CCC000580629
- b. T.O.P. Code [CB03]: 493084.00 - English as a Second Langu
- c. Credit Status [CB04]: N - Noncredit
- d. Course Transfer Status [CB05]: C = Non-Transferable
- e. Basic Skills Status [CB08]: 1B = Course is a basic skills course
- f. Vocational Status [CB09]: Not Occupational
- g. Course Classification [CB11]: K - Other Noncredit Enhanced Funding
- h. Special Class Status [CB13]: N - Not Special
- i. Course CAN Code [CB14]: *N/A*
- j. Course Prior to College Level [CB21]: A = 1 Level Below
- k. Course Noncredit Category [CB22]: A - English As A Second Language
- l. Funding Agency Category [CB23]: Y = Not Applicable
- m. Program Status [CB24]: 1 = Program Applicable

Name of Approved Program (if program-applicable): ADVANCED ACADEMIC ENGLISH AS A SECOND LANGUAGE NONCREDIT

Attach listings of Degree and/or Certificate Programs showing this course as a required or a restricted elective.)

23. Enrollment - Estimate Enrollment

First Year: 30
 Third Year: 60

24. Resources - Faculty - Discipline and Other Qualifications:

- a. Sufficient Faculty Resources: Yes
- b. If No, list number of FTE needed to offer this course: *N/A*

25. Additional Equipment and/or Supplies Needed and Source of Funding.

N/A

26. Additional Construction or Modification of Existing Classroom Space Needed. (Explain:)

N/A

27. FOR NEW OR SUBSTANTIALLY MODIFIED COURSES

Library and/or Learning Resources Present in the Collection are Sufficient to Meet the Need of the Students Enrolled in the Course: Yes

Same as ESL 71A, so no new resources are needed.

28. Originator Diane E. Taras Origination Date 04/10/18

