

**PELLISSIPPI STATE COMMUNITY COLLEGE  
MASTER SYLLABUS**

**WRITING I  
ESOL 0931**

**Class Hours: 5.0**

**Credit Hours: 3.0**

**Laboratory Hours: 0.0**

**Revised: Fall 2013**

**Catalog Course Description:**

A writing course that prepares non-native speakers for Writing II (ESOL 0932). Students are introduced to a variety of English sentence structures, rules of punctuation, paragraph development, and summarizing.

**Entry Level Standards:**

None

**Corequisites:**

ESOL 0941

**Textbook(s) and Other Course Materials:**

Oshima, Alice and Ann Hogue. *Introduction to Academic Writing*. Pearson.

**I. Week/Unit/Topic Basis:**

<b>Week</b>	<b>Topic</b>
1	Paragraph Format
2	Narrative Paragraphs
3	Paragraph Structure
4	Descriptive Paragraphs
5	Logical Division of Ideas
6	Process Paragraphs
7-8	Comparison/Contrast Paragraphs
9-10	Definition Paragraphs
11-12	Essay Organization
13-14	Opinion Essays
15	Final Exam Period

## **II. Course Goals\*:**

### **The course will**

- A. Introduce a variety of well-formed English sentence structures. I.
- B. Review standard rules of punctuation and mechanics. I.
- C. Require students to combine sentences into paragraphs which exhibit unity and coherence. I.
- D. Present methods of development for paragraphs (narrative, descriptive, comparison/contrast, cause and effect). I.
- E. Provide instruction in summarizing and reporting. I.

\*Roman numerals after course objectives reference general education goals.

## **III. Expected Student Learning Outcomes\*:**

Students will be able to:

1. Identify and produce declarative and interrogative sentences. (A, B)
2. Identify and produce well-formed English sentences using various verb tenses and forms. (A, B)
3. Punctuate sentences according to standard rules. (A, B)
4. Write basic sentences free of mechanical errors. (A, B)
5. Combine sentences into short paragraphs. (A, B, C)
6. Apply the concepts of unity and coherence as they refer to paragraphs. (A, B, C, D)
7. Develop narrative paragraphs. (A, B, C, D)
8. Develop descriptive paragraphs. (A, B, C, D)
9. Develop comparison/contrast paragraphs. (A, B, C, D)
10. Develop cause and effect paragraphs. (A, B, C, D)
11. Summarize an authentic reading selection. (A, B, E)
12. Write a report which summarizes brief authentic reading selection. (A, B, C, D, E)

\* Capital letters after Expected Student Learning Outcomes reference the course goals listed above.

## **IV. Evaluation:**

### **A. Testing Procedures:**

- Paragraph development assignments – 50%
- Summarizing and reporting assignments – 20%
- Tests and other assignments – 30%

B. Laboratory Expectations:

n/a

C. Field Work:

n/a

D. Other Evaluation Methods:

n/a

E. Grading Scale:

A = 94% - 100%

B = 87% - 93%

C = 80% - 86%

F = below 80%

**V. Policies:**

A. Attendance Policy:

Pellissippi State expects students to attend all scheduled instructional activities. As a minimum, students in all courses (excluding distance learning courses) must be present for at least 75 percent of their scheduled class and laboratory meetings in order to receive credit for the course. Individual departments/programs/disciplines, with the approval of the vice president of Academic Affairs, may have requirements that are more stringent. In very specific circumstances, an appeal of the policy may be addressed to the head of the department in which the course was taken. If further action is warranted, the appeal may be addressed to the vice president of Academic Affairs.

B. Academic Dishonesty:

Academic misconduct committed either directly or indirectly by an individual or group is subject to disciplinary action. Prohibited activities include but are not limited to the following practices:

- Cheating, including but not limited to unauthorized assistance from material, people, or devices when taking a test, quiz, or examination; writing papers or reports; solving problems; or completing academic assignments.
- Plagiarism, including but not limited to paraphrasing, summarizing, or directly quoting published or unpublished work of another person, including online or computerized services, without proper documentation of the original source.
- Purchasing or otherwise obtaining prewritten essays, research papers, or materials prepared by another person or agency that sells term papers or other academic materials to be presented as one's own work.
- Taking an exam for another student.
- Providing others with information and/or answers regarding exams, quizzes, homework or other classroom assignments unless explicitly authorized by the instructor.
- Any of the above occurring within the Web or distance learning environment.

Please see the Pellissippi State Policies and Procedures Manual, Policy 04:02:00 Academic/Classroom Conduct and Disciplinary Sanctions for the complete policy.

C. Accommodations for disabilities:

Students that need accommodations because of a disability, have emergency medical information to share, or need special arrangements in case the building must be evacuated should inform the instructor immediately, privately after class or in her or his office. Students must present a current accommodation plan from a staff member in Services for Students with Disabilities (SSWD) in order to receive accommodations in this course. Services for Students with Disabilities may be contacted by sending email to [disabilityservices@pstcc.edu](mailto:disabilityservices@pstcc.edu), or visiting Goins 127, 132, 134, 135, 131. More information is available at <http://www.pstcc.edu/sswd/>.

D. Other Policies:

Withdrawal:

Students placed and enrolled in a Learning Support ESL course are not permitted to withdraw except for serious circumstances. Students wishing to withdraw should discuss this matter first with their instructor and then must confer with a counselor. The counselor will notify the student of the decision to allow him/her to withdraw.

Tardies:

Students in all classes will be permitted three unpenalized tardies. However, beginning with the fourth tardy, five points will be deducted from the final grade for each time the student is late to class. Students who leave class early will also be counted tardy.