

ARIZONA WESTERN COLLEGE

SYLLABUS

ESL 94B ADVANCED WRITING AND GRAMMAR

Credit hours: 3 Lec: 3

PREREQUISITE: Appropriate placement scores; Intermediate Writing and Grammar

COURSE DESCRIPTION

This course is designed to develop fluency in writing for advanced ESL students. Emphasis will be placed on improving students' vocabulary, writing, and grammatical skills.

1. COURSE GOAL

To develop advanced students' reading and composition abilities. This course focuses on: reinforcement of discrete reading skills by working with level-appropriate texts; the writing process with Standard Academic English conventions in clear sentence, paragraph, and essay structures; development of academic vocabulary; and overall clear communication of ideas

2. OUTCOMES

Upon satisfactory completion of this course, students will be able to:

- 2.1 apply a recursive writing process (i.e. prewriting, development, organization, composition, feedback, revision, editing, and proofreading).
- 2.2 develop and compose at least five (5) organized, coherent paragraphs and essays in a standard academic format (such as MLA or APA) of various genres with effective topic & concluding sentences; introductory, supporting, and concluding paragraphs; and sufficient details and examples
- 2.3 Support at least one of the writing projects with information from one (1) or more outside sources
- 2.4 correctly employ conventions of Standard Academic English (grammar, punctuation, conjunctions, transitional words and phrases, word choice, word form, and spelling).
- 2.5 compose a variety of sentence types as appropriate to the genre of writing.
- 2.6 use a dictionary and thesaurus to improve their own writing (particularly word choice) and define unknown vocabulary words.
- 2.7 use strategies to read, comprehend, summarize and evaluate level-appropriate texts
- 2.8 infer the meaning of unknown vocabulary terms.
- 2.9 use technology including word processing, email, and Blackboard to successfully navigate through the 21st century classroom.

3. METHODS OF INSTRUCTION

- 3.1 Instructional technology
- 3.2 Individual, pair, and group work
- 3.3 Peer review and commenting of written work
- 3.4 Mini-lectures
- 3.5 Class and group discussions
- 3.6 Instructor review of written work
- 3.7 Instructor-student conferences

4. LEARNING ACTIVITIES

- 4.1 Oral discussions of readings and compositions
- 4.2 Writing exercises both in and out of class, both high and low stake
- 4.3 Read, analyze, and discuss student writing
- 4.4 Read, analyze, and discuss reading assignments
- 4.5 Utilize the writing process (prewrite, outline/organization, composition, peer review, revise, and edit guided by the instructor)
- 4.6 Presentations
- 4.7 Conduct research
- 4.8 Instructor feedback and evaluation
- 4.9 Journals
- 4.10 Use technology to facilitate the writing and reading process
- 4.11 Grammar instruction and analysis in the context of student writing
- 4.12 Use a dictionary and thesaurus to correctly select vocabulary and use word forms within the appropriate context

5. EVALUATION

- 5.1 Written assignments
- 5.2 Minimum of five (5) paragraphs (minimum three hundred (300) words each) with drafts and revisions
- 5.3 Portfolio containing at least three (3) paragraphs with drafts, revisions, and reflections
- 5.4 Quizzes, tests, and other assignments (both in and out of class)
- 5.5 Active participation and engagement (minimum 10%)

6. STUDENT RESPONSIBILITIES

- 6.1 Under AWC Policy, students are expected to attend every session of class in which they are enrolled.
- 6.2 Classroom Assignments: Students are responsible for work missed and for completing all work before the next class meeting. Students are responsible for participating in all oral drills and for taking all exams.
- 6.3 If a student is unable to attend the course or must drop the course for any reason, it will be the responsibility of the student to withdraw from the course. Students who are not attending as of the 45th day of the course may be withdrawn by the instructor. If the student does not withdraw from the course and fails to complete the requirements of the course, the student will receive a failing grade.

- 6.4 Americans with Disabilities Act Accommodations: Arizona Western College provides academic accommodations to students with disabilities through AccessABILITY Resource Services (ARS). ARS provides reasonable and appropriate accommodations to students who have documented disabilities. It is the responsibility of the student to make the ARS Coordinator aware of the need for accommodations in the classroom prior to the beginning of the semester. Students should follow up with their instructors once the semester begins. To make an appointment call the ARS front desk at (928) 344-7674 or ARS Coordinator at (928) 344-7629, in the College Community Center (3C) building, next to Advising.
- 6.5 Academic Integrity: Any student participating in acts of academic dishonesty including, but not limited to, copying the work of other students, using unauthorized “crib notes”, plagiarism, stealing tests, or forging an instructor’s signature—will be subject to the procedures and consequences outlined in AWC’s Student Code of Conduct.
- 6.6 Textbooks and materials: Students are required to bring notebook or looseleaf book, pens, pencils, dictionaries, and purchase textbook required for class.
- 6.7 Arizona Western College students are expected to attend every class session in which they are enrolled. To comply with Federal Financial Aid regulations (34 CFR 668.21), Arizona Western College (AWC) has established an Attendance Verification process for "No Show" reporting during the first 10 days of each semester. Students who have enrolled but have never attended class may be issued a “No Show” (NS) grade by the professor or instructor and receive a final grade of “NS” on their official academic record. An NS grade may result in a student losing their federal financial aid.
- For online classes, *student attendance in an online class is defined as the following* (FSA Handbook, 2012, 5-90):
- Submitting an academic assignment
 - Taking an exam, an interactive tutorial or computer-assisted instruction
 - Attending a study group that is assigned by the school
 - Participating in an online discussion about academic matters
 - Initiating contact with a faculty member to ask a question about the academic subject studied in the course