

## JACKSON COLLEGE OFFICIAL COURSE OUTLINE

### Course number, title and credits; total time allocation

Course Letter/Number	<u>ELI 023</u>	Credits	<u>4</u>	Title	<u>Elementary Writing</u>		
Lecture/Discussion	<u>60</u>	hrs/semester	Lab		hrs/semester	Clinical	hrs/semester

### Catalog Description and Pre- and Co-requisites (Same as taxonomy and catalog)

This course is designed for non-native speakers of English with an emphasis on the development of writing skills at the elementary level.

Pre-requisites: Accuplacer (ESL) Total Score: 128-179 plus writing sample OR completion of ELI 013.

Co-requisites:

### Knowledge, Skills and Abilities Students Acquire from this Course (Educational Objectives)

Students will demonstrate the ability to write in a variety of forms for different purposes and audiences. In addition, they will develop skills in organizing ideas coherently as well as the conventions of written English appropriate for this level (grammar, mechanics, spelling, and punctuation).

Students will:

- Develop fluency in writing at the sentence and paragraph level
- Develop knowledge of conventional writing mechanics
- Develop the ability to react in writing to readings or conversations
- Develop the ability to use basic library skills
- Develop simple peer editing skills

### Associate Degree Outcomes Addressed in this Course (These must appear in course syllabus.)

N/A

## Units/topics of Instruction

Students begin to write the simple paragraphs below.

Week	Textbook	Topic
1		Diagnostic Testing
2	Chapter 1	Introducing Yourself: Paragraph Organization, Sentence Structure
3	Chapter 2	Everyday Routines: Formatting
4	Chapter 3	Describing a Person or Place: Topic Sentences, Complete Sentences
5	Chapters 4	Describing Events: Time Order, Sentence Patterns, Capital Letters
6	Chapter 4	Describing Events: Time Order, Sentence Patterns, Capital Letters
7	Chapter 5	Describing Places: Supporting Sentences, Prepositions
8	Chapter 5	Describing Places: Supporting Sentences, Prepositions
9	Chapter 6	On the Job: Paragraph Unity, Timed Writing practice
10	Chapter 6	On the Job: Paragraph Unity, Timed Writing practice
11	Chapter 7	Remembering Events: Organization, Simple and Compound Sentences
12	Chapter 7	Remembering Events: Organization, Simple and Compound Sentences
13	Chapter 8	Memories of a Trip: Concluding Sentences, Sentence Fragments
14	Chapter 9	Looking Ahead: Listing Order, Run-On Sentences
15	Chapter 9	Looking Ahead: Listing Order, Run-On Sentences
16		Final Exam: In class timed writing

## Instructional Techniques and Procedures

Students will:

- work with partners and in small groups on projects and classwork
- use web-based ESL
- read and do exercises in their textbooks and online

## Instructional Use of Computer or Other Technology

Students will use CD's, DVD's, web-based technology, phone apps, etc.

## Instructional Materials and Costs to Students

**Required Textbook and Supplies:**

Title: Longman Academic Writing: Book 1  
Author(s): Butler  
Publisher: Pearson Longman Publishing  
ISBN: 0-13-267938-8.

Students will also need to provide:

1. Notebook
2. Pen/Pencil

Textbooks will cost, on average, \$35 - \$45 per class.

**Skills and abilities students should bring to the course:**

Able to read	<input checked="" type="checkbox"/> a limited amount of material <input type="checkbox"/> an average amount of material <input type="checkbox"/> an above average amount of material	Able to compute	<input type="checkbox"/> basic, pre-algebraic problems <input type="checkbox"/> simple algebraic problems <input type="checkbox"/> higher order mathematical problems
Able to read	<input checked="" type="checkbox"/> relatively easy material <input type="checkbox"/> moderately difficult material <input type="checkbox"/> technical or sophisticated material	Able to write	<input type="checkbox"/> short compositions <input type="checkbox"/> medium length compositions <input type="checkbox"/> lengthy compositions
Able to use technology	<input checked="" type="checkbox"/> keyboard skills/familiar with computer <input type="checkbox"/> computer application <input checked="" type="checkbox"/> web navigation	Other necessary Abilities	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

**The course is usually scheduled:**

Day: ☒ Fall ☒ Winter ☒ Spring Evening: ☐ Fall ☐ Winter ☐ Spring

Prepared by \_\_\_\_\_

Date \_\_\_\_\_

Approved by Dept. \_\_\_\_\_

Date \_\_\_\_\_

Approved by Dean \_\_\_\_\_

Date \_\_\_\_\_

Approved by Curr. Comm. \_\_\_\_\_

Date \_\_\_\_\_

(Last names, please)

Form Revised

12/4/00