



**Purpose:** It is the intention of this Administrative-Master Syllabus to provide a general description of the course, outline the required elements of the course and to lay the foundation for course assessment for the improvement of student learning, as specified by the faculty of Wharton County Junior College, regardless of who teaches the course, the timeframe by which it is instructed, or the instructional method by which the course is delivered. It is not intended to restrict the manner by which an individual faculty member teaches the course but to be an administrative tool to aid in the improvement of instruction.

**Course Title** – Preparatory English  
**Course Prefix and Number** – ENGL 0306  
**Department** – Language Arts

**Division** – C & FA

**Course Type:** (check one)

- Academic General Education Course (from ACGM – but not in WCJC Core)
- Academic WCJC Core Course
- WECM course (This course is a Special Topics or Unique Needs Course: Y  or N )

**Semester Credit Hours # : Lecture hours# : Lab/other hours #**     3:3:2


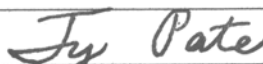
**Equated Pay hours for course -** 4

**Course Catalog Description** – Non-transfer credit course for students who qualify on the basis of English placement tests. Designed to help students overcome deficiencies in basic English and to help students write clear sentences and coherent paragraphs. Required of all students who score 195 or below on the THEA English test.

List Lab/ Other Hours
Lab Hours 2
Clinical Hours 0
Practicum Hours 0
Other (list) 0

**Prerequisites/Corequisites** - None

**Approvals** – the contents of this document have been reviewed and are found to be accurate.

Prepared by Paul Spellman	Signature 	Date 9/7/07
Department Head Phyllis Appling	Signature " "	Date " "
Division Chair Paul Spellman	Signature " "	Date " "
Vice President Ty Pate	Signature 	Date 10/5/07



**I. Topical Outline** – Each offering of this course must include the following topics (be sure to include information regarding lab, practicum, clinical or other non lecture instruction):

Lecture:

- Sentence building and sentence combinations
- The writing process for persuasive, compare/contrast, and brief research papers
- Paragraphs and structuring
- Essay structures
- English vocabulary usage

Lab:

- Vocabulary and words that often confuse (ex. their/they're/there; too/to/two)
- Sentence structure: simple, compound, complex
- Verb forms
- Subject-predicate agreement
- Pronouns
- Punctuation rules
- Use of adjectives and adverbs
- Spelling

**II. Course Learning Outcomes**

<b>Course Learning Outcome</b>	<b>Method of Assessment</b>
<ol style="list-style-type: none"> <li>1. The student will be able to successfully build simple, compound, and complex sentences</li> <li>2. The student will be able to write an essay with proper organization and paragraph structure</li> <li>3. The student will be able to identify essay structures (informative, persuasive, compare/contrast)</li> <li>4. The student will be able to write an essay with proper use of pronouns, adjectives and adverbs, subject-predicate agreement, spelling, and punctuation</li> </ol>	<ol style="list-style-type: none"> <li>1. Graded in-class assignments, homework, tests, and lab exercises</li> <li>2. Graded in-class assignments, homework, tests, and lab exercises</li> <li>3. Graded in-class assignments, homework, tests, and lab exercises</li> <li>4. Graded in-class assignments, homework, tests, and lab exercises</li> </ol>

**III. Required Text(s), Optional Text(s) and/or Materials to be Supplied by Student.**

Anker, Susan. REAL WRITING WITH READINGS. Boston: Bedford Books, 1998, or latest edition

**IV. Suggested Course Maximum - 24**

**V. List any specific spatial or physical requirements beyond a typical classroom required to teach the course.**

Developmental lab

**VI. Course Requirements/Grading System – Describe any course specific requirements such as research papers or reading assignments and the generalized grading format for the course** Approximately six writing assignments (40%); exit level exam (20%); homework and lab exercises (20%), final exam (20%)  
A (90-100); B (80-89); C (70-79); D (60-69); F (below 60)

**VII. Curriculum Checklist**

- **Academic General Education Course** (from ACGM – but not in WCJC Core)  
No additional documentation needed

- **Academic WCJC Core Course**  
Attach the Core Curriculum Checklist, including the following:

- Basic Intellectual Competencies
- Perspectives
- Exemplary Educational Objectives

- **WECM Courses**  
Attach the following:

- Program SCANS Matrix
- Course SCANS Competencies Checklist