



DELAWARE TECHNICAL & COMMUNITY COLLEGE

COURSE SYLLABUS

Campus:	Terry	
Department:	English/Reading/ESL/SPA	
Course Number and Title:	ENG 051 Pre-Tech Writing	
Instructor Name:	Telephone:	E-Mail:
Pre-requisites:	ENG 005 or required score on the college placement test.	
Co-requisites:	None	
Course Hours and Credits:	4:0:4	
Course Description:	A review course designed to provide reinforcement in writing skills before taking Composition. Topics include applied writing, sentence structure, and usage. Additional resources are available for skill enhancement.	
Text:	Langan, J. (2008). <i>English skills</i> (9 th ed.). New York: McGraw-Hill.	
Materials:	A college-level dictionary, formatted disk	
Method of Instruction:	Campus Classroom	
Manuals:		
Disclaimer:	Students must be able to access a computer to word-process documents, to retrieve informational resources from the Internet, and to use computer-aided instruction software both during and after class.	

Core Course Performance Objectives

The student will be able to:

1. Write paragraphs and expository essays for diverse audiences. (CCC 1, 2, 3, 6)
2. Develop and use fundamental bibliographic techniques. (CCC 2, 5, 6)
3. Revise documents applying the principles of standard written English. (CCC 1, 2, 3, 6)
4. Comprehend and critique material through discussion and written responses. (CCC 1, 2, 3, 4)

Measurable Performance Objectives

The student will be evaluated on the following measurable performance objectives:

1. Write paragraphs and expository essays for diverse audiences. (CCC 1, 2, 3, 6)
 - 1.1 Use prescribed manuscript form.
 - 1.2 Use appropriate prewriting techniques.
 - 1.3 Develop adequate, relevant detail for paragraphs.
 - 1.4 Develop adequate, relevant detail for essays.
 - 1.5 Write introductions which attract the reader's interest, present a thesis, and indicate a plan of development.
 - 1.6 Write concluding paragraphs which summarize the essay.
 - 1.7 Revise and edit paragraphs and essays for unity, support, coherence, and error-free sentences.
2. Develop and use fundamental bibliographic techniques. (CCC 2, 5, 6)
 - 2.1 Using Ebscohost or another on-line index, select a magazine article which can be effectively summarized.
 - 2.2 Select and paraphrase supporting detail that clearly restates the main idea of an article.
 - 2.3 Use reference materials in the library or on the Internet to improve and develop essay introductions and body paragraphs.
3. Revise documents applying the principles of standard written English. (CCC 1, 2, 3, 6)
 - 3.1 Explain the rhetorical strategies of development for paragraphs and essays.

- 3.2 Apply the principles of standard English to all paragraphs and essays.
- 3.3 Apply the rules of mechanics, usage, and punctuation to all paragraphs and essays.
- 4. Comprehend and critique material through discussion and written response. (CCC 1, 2, 3, 4)
 - 4.1 Participate in instructor-review sessions of paragraphs and essays.
 - 4.2 Participate in peer-review sessions of paragraphs and essays.

Evaluation Criteria:

Sequence

You must earn at least 75% on each test before the next test is submitted for evaluation.

Retests and Rewrites

- 1. If you do not earn at least 80% on any mastery test that you are required to take, you must do review work assigned by your instructor and then retest until you do earn 80%.
- 2. If you do not earn at least 75% on Test 1, you must do review work assigned by your instructor, show evidence of improvement, and then retest until you do earn 75%.
- 3. If, in the judgement of your instructor, your weekly in-class paragraph does not show evidence of improvement in sentence forms and paragraph structure, you must rewrite the paragraph.
- 4. If you do not earn at least 75% on Test 2, you must do review work assigned by your instructor and show evidence of improvement. Then you will select a new topic from the assigned list and write in class a new process paragraph.
- 5. If you do not earn at least 75% on Test 3, you must do review work assigned by your instructor. Then you will write in-class a documented paragraph summary of another magazine article given to you by your instructor and show evidence of improvement. You will retest until you do earn 75%.
- 6. If you do not earn 75% on Test 4, you must do review work assigned by your instructor. Then you will select a new essay topic and write in-class an informative essay. You will retest until you do earn 75%.
- 7. If you do not earn 75% on Test 5, you must do review work assigned by your instructor. Then you will select a new essay topic and write in-class an informative essay. You will retest until you do earn 75%.
- 8. A grade of C (75%) is the highest grade assigned for re-tested MPOs.

Final Grade

Your scores on the five tests will be used to determine your final grade:

Test 1	40 points
Test 2	50 points
Test 3	50 points
Test 4	80 points
Test 5	<u>80 points</u>
	300 points

The point value of the five scores will be totaled to produce the final grade:

A	=	276 - 300
B	=	249 - 275
C	=	225 – 248
S	=	The student has not completed the measurable objectives of the course, but is continuing to progress satisfactorily.
R	=	The student has not made satisfactory progress within the semester; <u>or</u> , the student has failed to complete course work with two semesters.

S Grade

The S grade is normally awarded only once; a second S is awarded only with the approval of the Dean of Instruction based on the instructor's recommendation.

Returning Student

If you have received an S grade in ENG 051 and you enroll in the course during the next semester, you and your instructor will draw up and sign a contract that will identify the course work yet to be completed and the time schedule for the work's completion.

Students are responsible for reading the Student Handbook for further information regarding grading policies, student policies, academic dishonesty policy, and student support services available.