COURSE SYLLABUS
ENG 56: Fundamentals of English

Course Description
This course is designed to provide students with a review of fundamental English. It will ensure their preparation for the higher level, college English courses they will encounter throughout their time in the General Education portion of their degree program. Topics will include fundamental grammar skills, punctuation, basic mechanics of the English language, and the reading skills necessary to succeed at the college level (eg. Reading for retention, note taking, and outlining a chapter).

General Course Information

Number of Units/Weeks	2/10
#Hours Lecture/#Hours Laboratory/#Hours Homework	20/0/100
Prerequisite(s)	N/A
Co-requisites (s)	N/A
Course Developer(s)	Amanda Hernandez, B.S.
Date Approved / Last Review	Month Year / June 2014

Learning Outcomes
- Identify the parts of speech.
- Outline the important information contained in a chapter.
- Label parts of a sentence according to sentence structure.
- Match correct punctuation with its proper usage.
- Select appropriate tense and voice when writing.

Instructional Methods Employed in this Course
- Reading assignments
- Hands-on exercises and labs
- Practical application of theory and skills in authentic projects
- Build on prior knowledge and experience of students to enhance richness of class activities

Information Resources for this Course
Web Site Readings
My Foundations Lab - Pearson

Table/Topics & Assignments

Types of Assignments:

Lecture -
Considered Lecture Hours

Classroom Discussion -
Considered Lecture Hours

In Class Critique -
Considered Lecture Hours

Delivering Oral Presentations -
Considered Lecture Hours

In Class (IC) Exercise -
Considered Lecture Hours

Reading -
Considered Homework, work done outside of class

WebClass lesson (non-online courses) -
Considered Homework, work done outside of class

Lab Work -
Considered Lab Hours

Quiz, Midterm or Final -
Considered Lecture Hours

Week 1						
Type	**Topic/Description**	**LEC Hours**	**LAB Hours**	**HW Hours**	**Point Value**	**Due**
LEC 1A	R1.2 Active Reading	4			20	**WEEK 1**
HW 1A	R1.5 Context Clues			4	40	**WEEK 2**
HW 1B	R1.6 Main Idea			4	40	**WEEK 2**
Total Week 1		4		8	100	
Week 2						
Type	**Topic/Description**	**LEC Hours**	**LAB Hours**	**HW Hours**	**Point Value**	**Due**
HW 2A	R1.7 Supporting Details			4	20	**WEEK 3**
HW 2B	R1.9 Outlining and Mapping			4	40	**WEEK 3**
HW 2C	R1.10 Summarizing and Paraphrasing			4	40	**WEEK 3**

Total Week 2				12	100	
Week 3						
Type	**Topic/Description**	**LEC Hours**	**LAB Hours**	**HW Hours**	**Point Value**	**Due**
LEC 3A	R2.1 Active Reading	4			20	**WEEK 3**
HW 3A	R2.2 Vocabulary			4	40	**WEEK 4**
HW 3B	R2.3 Stated Main Idea			4	40	**WEEK 4**
Total Week 3		4		12	100	
Week 4						
Type	**Topic/Description**	**LEC Hours**	**LAB Hours**	**HW Hours**	**Point Value**	**Due**
HW 4A	R2.4 Implied Main Idea			4	20	**WEEK 5**
HW 4A	R2.5 Supporting Details			4	40	**WEEK 5**
HW 4C	R2.6 Outlining and Mapping			4	40	**WEEK 5**
Total Week 4				12	100	
Week 5						
Type	**Topic/Description**	**LEC Hours**	**LAB Hours**	**HW Hours**	**Point Value**	**Due**
LEC 5A	R2.7 Summarizing and Paraphrasing	4			20	**WEEK 5**
HW 5A	R2.8 Ten Patterns of Organization. Evaluated in HW 6B			4	40	**WEEK 6**
HW 5B	R2.19 Purpose and Tone. Evaluated in HW 6B			4	40	**WEEK 6**
Total Week 5		4		8	100	
Week 6						
Type	**Topic/Description**	**LEC Hours**	**LAB Hours**	**HW Hours**	**Point Value**	**Due**
HW 6A	R2.20 Inference			4	20	**WEEK 7**
HW 6B	R2.21 Critical Thinking			4	40	**WEEK 7**
HW 6C	R2.22 Reading Text Books			4	40	**WEEK 7**
Total Week 6				12	100	

Week 7						
Type	**Topic/Description**	**LEC Hours**	**LAB Hours**	**HW Hours**	**Point Value**	**Due**
LEC 7A	R2.26 Note Taking and Highlighting	4			20	**WEEK 7**
HW 7A	R3.1 Active Reading			4	40	**WEEK 8**
HW 7B	R3.3 Stated Main Idea			4	40	**WEEK 8**
Total Week 7		4		8	100	
Week 8						
Type	**Topic/Description**	**LEC Hours**	**LAB Hours**	**HW Hours**	**Point Value**	**Due**
HW 8A	R3.4 Implied Main Idea			4	20	**WEEK 9**
HW 8B	R3.5 Supporting Details			4	40	**WEEK 9**
HW 8C	R3.6 Outlining and Mapping			4	40	**WEEK 9**
Total Week 8				12	100	
Week 9						
Type	**Topic/Description**	**LEC Hours**	**LAB Hours**	**HW Hours**	**Point Value**	**Due**
LEC 9A	R3.7 Summarizing and Paraphrasing	4			20	**WEEK 9**
HW 9A	R3.18 Purpose and Tone			4	40	**WEEK 10**
HW 9B	R3.19 Inference			4	40	**WEEK 10**
Total Week 9		4		8	100	
Week 10						
Type	**Topic/Description**	**LEC Hours**	**LAB Hours**	**HW Hours**	**Point Value**	**Due**
HW 10A	R3.20 Critical Thinking			4	20	**WEEK 10**
HW 10B	R3.21 Reading Text Books			4	40	**WEEK 10**
HW 10C	R3.25 Note Taking and Highlighting			4	40	**WEEK 10**
Total Week 10				12	100	

Course Hours Summary

Week	Topic	LEC Hours	LAB Hours	HW Hours
1	R1.2 Active Reading, R1.5 Context Clues, R1.6 Main Idea	4		8
2	R1.7 Supporting Details, R1.9 Outlining and Mapping, R1.10 Summarizing and Paraphrasing			12
3	R2.1 Active Reading, R2.2 Vocabulary, R2.3 Stated Main Idea	4		8
4	R2.4 Implied Main Idea, R2.5 Supporting Details, R2.6 Outlining and Mapping			12
5	R2.7 Summarizing and Paraphrasing, R2.8 Ten Patterns of Organization, R2.19 Purpose and Tone	4		8
6	R2.20 Inference, R2.21 Critical Thinking, R2.22 Reading Text Books			12
7	R2.26 Note Taking and Highlighting, R3.1 Active Reading, R3.3 Stated Main Idea	4		8
8	R3.4 Implied Main Idea, R3.5 Supporting Details, R3.6 Outlining and Mapping			12
9	R3.7 Summarizing and Paraphrasing , R3.18 Purpose and Tone, R3.19 Inference	4		8
10	R3.20 Critical Thinking , R3.21 Reading Text Books, R3.25 Note Taking and Highlighting			12
Total		20		100

Table/Point Breakdown

Assignment Type	Possible Points	Percent of Grade
Lectures	120	12%
Homework	880	88%
	1000	100%

Your Grades for this Course

Your final grade for this course will be based on an assessment by the Instructor of your performance on a number of course activities, which may include objective tests, classroom exercises, laboratory demonstrations, project papers, or other types of activities. The chart below indicates in what activities you will engage, how many possible points can be earned for each activity, and the percentage of your final grade that will be accounted for by each activity.
Students in this course should be graded following Coleman University assessment practices and policies. A point system is used in the University to indicate student performance on various required activities or projects. For this course, it is recommended that points be distributed as follows:

Coleman University Grade Assignment Policy:

Percent	Letter Grade	Grade Points
94-100	A	4
90-93	A-	3.67
87-89	B+	3.33
84-86	B	3
80-83	B-	2.67
77-79	C+	2.33
74-76	C	2
70-73	C-	1.67
67-69	D+	1.33
64-66	D	1
60-63	D-	0.67
N/A	INC	0
N/A	W	0
60 or above	CR	0
59 or below	NC	0
N/A	I	0
N/A	W	0
N/A	AU	0
N/A	TR	0
N/A	WV	0

Legend	
CR = Credit	NC = No Credit
I = Incomplete	W = Course Withdrawal
AU = Audit	TR = Transfer Credit
WV = Waiver	

Academic Accommodation / Adjustment Policy:

In accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA), Coleman University offers accommodations to students with documented physical, psychological, and/or cognitive disabilities. Coleman University will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to offer equal educational opportunities to qualified disabled individuals.

To qualify for an academic accommodation under ADA, the student must provide adequate documentation of a disability. Students seeking academic accommodations should contact the campus ADA Coordinator at 858-966-3953 or via email at ada@coleman.edu. The ADA Coordinator will review the documentation provided and verify ADA coverage. Students covered under ADA must meet with the ADA Coordinator at the beginning of every term to determine the appropriate academic accommodations. Failing to meet with the ADA Coordinator at the beginning of every term may impact the availability of accommodations.

After the academic accommodations have been determined, the students' instructors will be notified by the ADA Coordinator. If any problems or concerns regarding the provision of accommodations occur, the student must inform the ADA Coordinator. If the student feels accommodation is not being made appropriately, the student may follow the published Student Grievance Procedures.