Dr. Mary Beth L. Davis  
Office: Classroom East 213C  Phone: 825-2789  
Office Hours: MTWR 4-5pm

E-mail: marybeth.davis@tamucc.edu  
Web address: http://www.tamucc.edu/wiki/MBDavis/DavisHome

Course Materials

Textbook and Review Resources


- *Guide to Grammar and Writing*, a comprehensive web site for extra review—http://grammar.ccc.commnet.edu/grammar

3-ring binder (1 ½ inch) for course handouts, chapter exercises, writing assignments.

- Create 7 dividers: Introductory Materials, Parts of Speech, Sentence Parts, Verbs, Phrases, Clauses, Grammar Awareness Essay Materials

6 “Scantron” test sheets.

Bring your book and binder to class each day.

Course Description

English 3340 provides the teacher trainee and English language student with the fundamentals of English syntax. The course will follow a framework of linguistic and pedagogical concepts intended to provide future teachers with approaches and materials useful for teaching grammar in the elementary or secondary classrooms. This class is also designed to introduce new methods of analyzing the structure of the English language and to enable the student to view her or his own writing and that of published writers with an increased awareness of grammatical structures and choices. Final Grades will be based on the following formula: A=100-90; B=89-80; C=79-70; D=69-65; F=below 65

Course Objectives

- The student will be able to distinguish between prescriptive and descriptive approaches to the study of grammar.
• The student will be able to comprehend concepts of traditional and structural models of English.
• The student will be able to understand and analyze the syntactical structure of English.
• The student will become more aware of the varying societal attitudes toward grammar usage and the general dilemmas that teachers face when teaching grammar.

**Student Learning Outcomes**

At the end of the semester, students will be able to
• demonstrate the ability to analyze specific areas of grammar and their understanding of grammar usage within their own writing; and
• demonstrate an understanding of English syntax structures and punctuation necessary for teaching the required written Conventions of the TEKS.

**Course Requirements and Class Policies**

**Evaluation**

1. **Five Exams** on grammar material from the textbook (chapters 2, 3, 4, 5, 6), class handouts, and class lectures will comprise 80% of the final grade.
   - Five Exams @20 points each=100 points
   - A=100-90; B=89-80; C=79-70; D=69-65; F=below 65
   - There are no make-up exams except when arranged in advance through email.
   - The Grammar Final Exam is optional and may be used to substitute for the lowest of the exam grades. The student will choose which chapter of the material he/she would like for the Final Exam.

2. **Grammar Awareness Essay Assignment** will comprise 20% of the final grade.
   - This assignment consists of a Grammar Awareness Essay of 3 pages minimum. More specific directions and due dates will follow.
     • The essay will focus on a particular topic and will be analyzed for the use of particular grammar elements.
     • Sections of the essay are due during class on the dates indicated by the assignment: no late material will be accepted unless arranged at least two days in advance through email.
     • If your writing levels are not up to college-level standards, I will ask that you set up an appointment at the Writing Center. During tutorials, you will have guidance with revising and editing.
   - The essay will have its own grading rubric and will be worth 100 points: 100-90=A; 89-80=B; 79-70=C; 69-65=D.

**Course Policies**

**Late assignments** are not accepted unless arrangements are made through email prior to the deadline. If you are having trouble with any assignment, set up an appointment with me, and we can discuss solutions, review material, review drafts of writing assignments, etc.

**Class attendance** is critical if you intend to do well in this course and attain a passing grade since the exams cover material from the text, course handouts, and class lectures. If you are absent from class, you are responsible for the material and for obtaining class notes/handouts from a classmate. After 2 unexcused absences, 2 points will be deducted from your final grade for each class missed thereafter.
Arriving late to class is both a disruption to the teacher and your fellow students, and it ensures that you will miss material important to your success in the course. If you cannot get to the class on time, I suggest that you drop this course and re-take it when your schedule allows. After 2 unexcused late arrivals, 2 points will be deducted from your final grade for each late arrival thereafter.

No electronic devices are allowed in the classroom. You will not need computers or cell phones for our work in class. The ringing of cell phones and other electronic devices is an unnecessary and ill-mannered interruption to class time. All cell phones must be turned off and put away before entering the classroom. If you use your cell phone during the class period, I will ask you to leave the room.

General Comments

This is a required class for many majors and programs. The class is quite challenging and requires consistent, focused, and incremental studying. To do well in this class, you must simply do the following:

- Be prepared for class. You will not fully understand the class lecture unless you have done the assigned work for that day—save yourself the frustration!
- Do the exercises. The chapters have numerous exercises that will be assigned during this course. The answers are in the back of the book, so you can check your answers and isolate your problem areas. You will also be given handouts for extra practice. I suggest that you form a study group or find a study partner and have another person to review with for the exams.
- Ask questions. If you have done the reading and the exercises but still do not fully understand the material, be sure to ask questions during class. Although I want to encourage you to ask for help/clarification during class (your classmates probably have the same questions), I also realize that some students are not comfortable doing so. If this is the case, please come to my office during my office hours or make an appointment to meet with me at another time.
- Attend every class. Since the exams cover material from class lecture as well as from the handouts and the textbook, you will succeed only if you attend.
- Do not plagiarize material for any writing assignment. Plagiarism or “the presentation of the work of another as one’s own work” is a serious violation of professional standards and can be grounds for dismissal from the course. If you want to use secondary source material in your writing and do not know how to cite the source, let me know, and we can review it. If you have trouble with any aspect of a writing assignment, let me know immediately, and I can help you.

University Resources and Policies

- **Academic Advising**: The College of Liberal Arts requires that students meet with an Academic Advisor as soon as they are ready to declare a major. The Academic Advisor will set up a degree plan, which must be signed by the student, a faculty mentor, and the department chair. The College's Academic Advising Center is located in Driftwood 203E and can be reached at 825-3466.
- **Notice to Students with Disabilities**: Texas A & M University--Corpus Christi complies with the Americans with Disabilities Act in making reasonable accommodations for qualified students with disabilities. If you suspect that you have a disability (physical impairment, learning disability, psychiatric disability, etc.), please contact the Services for Students with Disabilities Office, located in Corpus Christi Hall 116, at 825-5816. If you need disability accommodations in this class, please see me as soon as possible.
- **The Center for Academic Student Achievement (CASA)**: The Writing Center of CASA provides free writing instruction to any student interested in improving his/her writing abilities. Tutors will assist with all aspects of writing. The Writing Center’s purpose is not to correct or proofread drafts but to help the student learn strategies that good writers use during the processes of writing. Students may visit the
Center for assistance with a writing project for any class. The Center is located in the Glasscock Building (825-5933).

- **Grade Appeals Process:** As stated in University Rule 13.02.99.C2, Student Grade Appeals, a student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. The burden of proof is upon the student to demonstrate the appropriateness of the appeal. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details, including the responsibilities of the parties involved in the process and the number of days allowed for completing the steps in the process, see University Rule 13.02.99.C2, Student Grade Appeals, and University Procedure 13.02.99.C2.01, Student Grade Appeal Procedures. These documents are accessible through the University Rules Web site at http://www.tamucc.edu/provost/university_rules/index.htm. For assistance and/or guidance in the grade appeal process, students may contact the Office of Student Affairs.

- **Reminder to English Majors:** As part of the English undergraduate capstone course (ENGL 43510), all English majors are required to submit a portfolio of writings in different discourse genres that they have completed for their college classes. To help you prepare for his assignment, you should **keep a copy** of all essays, research papers, literary analyses, creative and report writings, etc., so that you will have ample selection from which to choose when the portfolio comes due.

### Reading Assignments and Due Dates

All reading assignments and exercises are from the textbook: Lester, *Grammar and Usage in the Classroom*, Second Edition OR the “Custom Edition for Texas A & M University-Corpus Christi”

#### Week 1 June 2-June 5

- **Monday** Course Introduction; Diagnostic Test; Grammar Awareness Essay

- **Tuesday** Chapter 1 and 2 continued
  - Chapter 2: Parts of Speech
    - Prepare Noun Exercises #1, #2, #3, #4
    - Prepare Adjective Exercises #1, #3, #4, #5
  - Prepare Pronoun Exercises #1, #4, #6, #8, #9

- **Wednesday** Chapter 1 and 2 continued
  - Prepare Verb Exercise #1
  - Prepare Adverb Exercises #1, #2, #3, #4, #5
  - Prepare Conjunction Exercise #1

- **Thursday** Review and **Exam #1: Parts of Speech**
  - Prepare Review Exercises #1 and #2
  - Prepare Review Materials and Practice Test

#### Week 2 June 9-June 12

- **Monday** Chapter 3: Basic Sentences
  - Prepare Sentence Exercises #1, #2, #3, #4, #5
  - Read handout on Prescriptive vs. Descriptive Rules of Grammar

- **Tuesday** Chapter 3 continued
  - Prepare Sentence Exercises #6, #7, #8, #9, #10, #11

- **Wednesday** Chapter 3 continued
  - Prepare Sentence Exercises #12, #13, #14
- **Thursday Review and Exam #2: Sentence Parts**
  - Prepare Review Materials
  - Prepare Practice Test

**Week 3 June 16-19**

- **Monday** Chapter Four: Verb Forms
  - Prepare Verb Exercises #1, #2, #6
- **Tuesday** Chapter Four continued
  - Prepare Verb Exercises #12, #13
- **Wednesday** Review and Exam #3: Verb Forms
  - Prepare Review Materials
  - Prepare Practice Test
- **Thursday** Chapter Five: Phrases
  - Prepare Phrase Exercises: #2, #3, #4, #5, #6, #7

**Week 4 June 23-26**

- **Monday** Chapter Five continued
  - Prepare Phrase Exercises: #12, #13, #15, #16, #18
- **Tuesday** Chapter Five continued
  - Prepare Phrase Exercises: #19, #20, #21, #22, #23, #24
- **Wednesday** Review and Exam #4: Phrases
  - Prepare Review Materials and Practice Test
- **Thursday** Chapter Six: Clauses
  - Prepare Clause Exercises #1, #2, #5, #6, #7, #8, #9

**Week 5 June 30-July 4th**

- **Monday** Chapter Six continued
  - Prepare Clause Exercises #11, #12, #14, #15, #19
- **Tuesday** Review
  - Prepare Review Materials and Practice Test
- **Wednesday, July 4** No class
- **Thursday Review and Exam #5: Clauses**
- **Friday** FINAL EXAM