Texas A&M University – Corpus Christi
Grammar: English 3340
Summer I 2016: May 31-July 1

Instructor: Dr. Robert Poole
Office Location: Classroom East 214C
Office Phone: 361-825-3264
Office Hours: M 12:00-1, W 1:00-2:00 and by appointment**
Meeting Time: online
Email: robert.poole@tamucc.edu*

*The best way to contact me is by email.

**Office hours will be held online using WebEx. Access WebEx TAMUCC here: https://iol.tamucc.edu/webex.html. You can also make arrangements for face-to-face on campus meetings.

Course Description: English 3340 provides the teacher trainee and English language student with the fundamentals of English grammar. 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.

Course Objectives

1. The student will be able to distinguish between prescriptive and descriptive approaches to the study of grammar.
2. The student will be able to comprehend concepts of traditional and structural models of English.
3. The student will be able to understand and analyze the grammatical structure of English.

Student Learning Outcomes

1. Students will demonstrate the ability to analyze specific areas of grammar knowledge as well as their understanding of grammar usage in their own writing.
2. Students will demonstrate an understanding of English syntax structures and punctuation necessary for teaching the required written conventions of the TEKS.

Course Materials


Web Resources

For this course we will be using Blackboard. The Blackboard site contains a copy of the syllabus, homework assignments, handouts, relevant links, and supplemental materials. You are required to submit all
assignments through Blackboard, and will receive your grades and my feedback through Blackboard as well. All quizzes and exams will be completed using Blackboard. An easy way to access Blackboard is to go directly to https://iol.tamucc.edu/ and log in. If you are using your own computer, you need to make sure you have the most recent versions of the necessary software. The browser you use may affect how successfully you view and submit materials. If you are having trouble with Blackboard, your first attempt at resolving the issue should be changing browsers. Once you have logged in, you will see a list of all of your courses that have Blackboard shells.

Office 365: TAMUCC students can get it for FREE at http://it.tamucc.edu/Office365/Office365.html

PLEASE READ THE FOLLOWING CAREFULLY:

Course Policies for the Online Course

To take this online course, you must
- be able to use the technologies required to participate effectively in the course,
- be prepared to begin the course on the first official day of class,
- adhere to the specific and rigid schedule of deadlines,
- participate actively in the course,
- answer e-mails from the instructor promptly,
- be prepared to participate in online discussions,
- be responsible,
- adhere to all college policies,
- provide up-to-date information to the instructor regarding e-mail address, and phone number for communication as necessary, and
- have the required course materials.

IMPORTANT: Please understand that online courses are not for everyone. Online courses require more self-discipline and ability to work independently than traditional classes. Students should also realize that online courses involve a serious time commitment, especially during a shorter summer session. My experience is that, for the most part, students who already have a strong background in grammar are most successful in the online course. This online course is not recommended for students who have no grammar background unless they have the ability to work on their own with challenging material. If you do not have the necessary skills or the time to commit, please wait and take the course during the fall semester in a face-to-face class.

Blackboard: Island Online (IOL) access to Blackboard:

IOL runs on a web based application called Blackboard (bb) through a web browser. If your computer can successfully run Microsoft Internet Explorer or any of its alternatives, then you will be able to use IOL. Please note that your web browser must be configured properly to work with IOL by installing Sun Java Runtime Environment, ensuring JavaScript, pop-up blockers, and cookies settings are properly configured. To check if your web browser is compatible with IOL you can do a browser check-up by visiting the WebCT Browser Tune-up. You may also check a list of IOL compatible browsers.

The Island Online (IOL) help desk (361) 825-2825: https://iol.tamucc.edu/ or the university technical services (IT) help desk (361) 825-2692: https://ithelp@tamucc.edu

Getting help to login: https://distance-education.tamucc.edu/student_resources.html
Online Attendance:

You are required to log into the course a minimum of three times a week. Check your Islander email account daily Monday through Thursday. During the week, if I get an email from you between 9am and 4pm, I will try to respond within a couple of hours. (I will sometimes be in meetings, which will delay my response.) I expect a response from you within 24 hours (if one is necessary, e.g., I have asked for information). It would also be a good idea to check your email once during the weekend.

Assessments

1. **Homework (10%):** Much of the homework consists of completing exercises in the book that are not turned in and are not graded (answers are in the back of the book). These exercises are important because they prepare you for the quizzes and class discussions. The 10 graded homework assignments consist of completing exercises from book that do not have the answers. The grammatical analyses assignments will be preceded by small group discussions (Group Support) in an online space where you can have your classmates check your work before you turn it in for a homework grade. Your work in the group support discussions is reflected in your Participation grade. These assignments do not fall into the Monday-Wednesday schedule like your Exams and Reading Quizzes. Late work will be penalized by one point for each day that the work is not turned in.

   Homework Guidelines:
   a. **All homework** must be submitted in word doc or docx format.
   b. Do not submit pictures of your textbook.
   c. Do not answer questions for your homework in the comment box on Blackboard.
   d. Always submit to Blackboard; do not email me your homework.
   Points will be deducted from homework turned in late.

2. **Quizzes (60%):** Quizzes will focus on grammar material from the textbook, class handouts, and class lectures and will comprise 60% of the final grade. There are no make-up quizzes except when arranged in advance.

3. **Final Exam (20%):** This will be a cumulative final exam covering many of the topics from the semester.

4. **Grammar Literacy Assignment (5%):** In this paper you will describe your own experiences learning and using English grammar. You will use this paper throughout the semester for grammatical analyses. More details about this paper are on Blackboard.

5. **Participation (5% of grade):** The participation grade comes from your participation in the online Group Support postings. The **Group Support, Response**, and **Assignment** are activities based on your Grammar Literacy Paper (GLP). You will be asked to find specific grammatical items from your GLP, and before you post your homework, you post to your Group Support members, who will check your work before you post to Assignment. You can choose to accept any of their comments or keep your homework as is--your decision. You must respond to other group members’ assignments to get your participation grade. A simple “looks good” does not count towards participation.

**Grading Summary**

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Homework</td>
<td>10%</td>
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<tr>
<td>Quizzes</td>
<td>60%</td>
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<tr>
<td>Final Exam</td>
<td>20%</td>
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<tr>
<td>Grammar Literacy Assignment</td>
<td>5%</td>
</tr>
<tr>
<td>Participation</td>
<td>5%</td>
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General Comments:

This is a required class for many education majors and students pursuing a TESOL Certificate. Learning the correct grammatical terms and forms is essential as you will be applying this knowledge in your own classrooms. The class is not difficult but it can be challenging. To do well in this class you must simply do the following:

- Be prepared – You will not understand the class material unless you have done the assigned reading.
- Do the exercises. The chapters have numerous exercises that will be assigned during the semester. 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 extra exercises if you need more practice.
- Ask questions. If you have done the reading and the exercises but still do not fully understand the material, be sure to ask questions.
- Keep up with assigned work on Bb. Since the exams cover material from homework, posted handouts, and the book, you will succeed only if you keep up with the work.

Academic Integrity/Plagiarism.

University students are expected to conduct themselves in accordance with the highest standards of academic honesty. Academic misconduct for which a student is subject to penalty includes all forms of cheating, such as illicit possession of examinations or examination materials, falsification, forgery, complicity or plagiarism. (Plagiarism is the presentation of the work of another as one’s own work. In this class, academic misconduct or complicity in an act of academic misconduct on an assignment or test will result in a loss of points for the assignment/test and potentially larger punitive action as it relates to this class and potentially your standing with the university at large.

Dropping a Class

I hope that you never find it necessary to drop this or any other class. However, events can sometimes occur that make dropping a course necessary or wise. Please consult with me before you decide to drop to be sure it is the best thing to do. Should dropping the course be the best course of action, you must initiate the process to drop the course by going to the Student Services Center and filling out a course drop form. Just stopping attendance and participation WILL NOT automatically result in your being dropped from the class.

June 17 is the last day to drop a class with an automatic grade of “W” this term.

Classroom/Professional Behavior: Texas A&M University-Corpus Christi, as an academic community, requires that each individual respect the needs of others to study and learn in a peaceful atmosphere. Under Article III of the Student Code of Conduct, classroom behavior that interferes with either (a) the instructor’s ability to conduct the class or (b) the ability of other students to profit from the instructional program may be considered a breach of the peace and is subject to disciplinary sanction outlined in article VII of the Student Code of Conduct. Students engaging in unacceptable behavior may be instructed to leave the classroom. This prohibition applies to all instructional forums, including classrooms, electronic classrooms, labs, discussion groups, field trips, etc.

Statement of Academic Continuity

In the event of an unforeseen adverse event, such as a major hurricane and classes could not be held on the campus of Texas A&M University–Corpus Christi; this course would continue through the use of Blackboard and/or email. In addition, the syllabus and class activities may be modified to allow continuation of the course. Ideally, University facilities (i.e., emails, web sites, and Blackboard) will be operational within two days of the closing of the physical campus. However, students need to make certain that the course instructor has a primary and a secondary means of contacting each student.

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. Degree plans are prepared in the CLA Academic Advising Center. The University uses an online Degree Audit system. Any amendment must be approved by the Department Chair and the Office of the Dean. All courses and requirements specified in the final degree plan audit must be completed before a degree will be granted. The CLA Academic Advising Office is located in Driftwood #203. For more information please call 361-825-3466.

**DISABILITY SERVICES**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please call or visit Disability Services at (361) 825-5816 in Corpus Christi Hall, Room #116.

If you are a returning veteran and are experiencing cognitive and/or physical access issues in the classroom or on campus, please contact the Disability Services office for assistance at (361) 825-5816.

**GRADE APPEALS PROCESS**

As stated in University Procedure 13.02.99.C2.01, Student Grade Appeal Procedures, 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 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.html](http://www.tamucc.edu/provost/university_rules/index.html). For assistance and/or guidance in the grade appeal process, students may contact the Dean’s office in the college in which the course is taught or the Office of the Provost.
Course Schedule (Subject to Change):

<table>
<thead>
<tr>
<th>Date</th>
<th>Readings and Topics</th>
<th>Assignments</th>
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<tbody>
<tr>
<td><strong>Week 1</strong></td>
<td></td>
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<tr>
<td>5/31-6/3</td>
<td>Chapter 1: Word Classes</td>
<td>Grammar Literacy Paper, Homework 1, Homework 2, Quiz #1</td>
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<tr>
<td><strong>Week 2</strong></td>
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<tr>
<td>6/6-6/10</td>
<td>Chapter 2: Extending NPs, Verb Phrases, and Prep Phrases</td>
<td>Homework 3, Homework 4, Quiz #2</td>
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<tr>
<td><strong>Week 3</strong></td>
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<tr>
<td>6/13-6/17</td>
<td>Chapter 3: Sentence Patterns</td>
<td>Homework 5, Homework 6, Quiz #3</td>
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<tr>
<td><strong>Week 4</strong></td>
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<tr>
<td>6/20-6/24</td>
<td>Chapter 4: Verbals</td>
<td>Homework 7, Homework 8, Quiz #4</td>
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<td><strong>Week 5</strong></td>
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<tr>
<td>6/27-7/1</td>
<td>Chapter 5: Adjective, Adverb, and Noun Clauses</td>
<td>Homework 9, Homework 10, Final Exam</td>
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