ENGL3340-001: Grammar
M/T/W/R, 10:00-11:55, IH267

Instructor
Sinae Lee
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FC 262 / phone: 361-825-4052
Office Hours: By appointment

Course Overview
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.

Student Learning Outcomes
(1) Students will demonstrate the ability to analyze specific areas of grammar knowledge for both form and function.
(2) Students will demonstrate an ability to illustrate form/function relationships among syntactic structures.
(3) Students will demonstrate an understanding of English syntax structures necessary for teaching the required written conventions of the Texas Essential Knowledge and Skills (TEKS).

Readings
- Bring your book (and ideally a binder) to class each day.

Web Resources
For this course, we will be using Islander Online Learning (IOL) and 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 unless otherwise specified, and will receive your grades and my feedback through Blackboard as well.

Course Policy
- You are required to obtain 4 “scantron” test sheets.
- You are not allowed to use your cell phone during class. Doing so would not only be disrespectful but also would distract me and your classmates from concentrating. Your phone should be silenced and kept out of sight for the entire class time. If you absolutely need to check your phone for emergency (e.g. babysitter calling you), please do so outside the classroom. Failure to comply with this policy will result in a) a halt in class and/or b) your lowered participation grade.
- The use of tablet or laptop is not allowed during class, unless otherwise noted for class purposes.
Discussions of the topics and concepts covered in readings are an integral component of this course. Accordingly, students are expected to do the readings before each class meeting, and come prepared to talk. (Note: If you are concerned about speaking in class, please come talk to me so that we can find a solution.)

Check your official university email regularly. I will consider the information delivered once I hit send. After that point, it is your responsibility to make sure you do not miss out on something.

It is your responsibility to keep abreast of the progression of the course, your attendance record, and your assignment submissions.

Only in extenuating personal emergencies such as illness and death of the student’s immediate family will late work be accepted without point deduction. In all the other circumstances (e.g., technological issues, not feeling well, assignments from other classes), your grade will result in a 10 per cent per day point deduction. Under all circumstances, assignments will not be accepted if submitted later than a week past the assignment deadline, resulting in a zero.

Every written work that you submit or post on Blackboard should be free from any grammar or spelling errors. You are always expected to demonstrate your highest quality academic writing.

Requirements and Assessments

Attendance
- You will receive points for attending each class meeting.
- Three tardies (arriving after 10:05am) equal one absence. If you arrive after the attendance check, you must talk to me after class to make sure I change the absence to a late.
- Leaving early without making previous arrangements will be recorded as an absence for the entire class period.
- If you will be unable to attend class for some reason, please inform me well in advance of your absence.
- If you miss four class meetings, your grade goes down a letter (e.g. if you received a “B” in the class, but missed four classes, you will get a “C”). For each additional absence, I will deduct 2% from your final grade.
- Only excused absences or absences granted by the instructor (i.e. with a doctor’s note) will be accepted.
- You are responsible for any material covered and any homework assigned during your absence.

Participation + classwork + practice quizzes + homework assignments (110 points)
- The grade for this category will be assessed based on a) your engagement during in-class activities, b) in-class activity worksheets that are turned in at the end of the class, and c) eight practice quizzes (5 pts each x 8 = 40), and d) four homework assignments (15 pts each x 4 = 60).
- Disrupting the class environment such as chatting, sleeping in class, or surfing the internet will result in loss of participation points as well as being marked absent for a given class session.
- All homework assignments and practice quizzes are due at 10:00am in Blackboard on the day that they are due. You should also bring a hard copy to class.
- You are encouraged to do the homework collaboratively with your classmates, though your homework assignments must be submitted individually. When submitting, indicate who you worked with on the homework on top of the homework sheet.
- All in-class worksheets and outside-class practice quizzes will be graded as follows:
Tests (700 points)
- Tests will focus on grammar material from the textbook, class handouts, and class lectures, and will comprise 70% of your final grade.
- This grade is calculated by totaling your scores on four (175 points each) out of potentially five tests taken.
  - The final test (taken on Wednesday, July 3) is optional and may be used to substitute for the lowest of the test grades. The final test will be individualized in that students will choose which chapter of the material they will focus on for the final test. In the event that students score lower on the retake than on the original test, the original test grade will be retained.
  - In other words, you will be graded on four tests (a total of 700 points), but have the option of replacing one of your tests with the final test.
- There are no make-up tests except when arranged in advanced.

Reading Quizzes (40 points)
- Because success in this class depends on regular attention to material, and also on close reading of the textbook, there will be eight reading quizzes at the beginning of class (see the dates of the quizzes on the last page of the syllabus). There is no make-up quiz. The purpose of these quizzes is to assess basic comprehension of the text. The reading quizzes will be graded as follows:
  - 5 points: meets or exceeds expectations
  - 2.5 points: below expectations
  - 0 point: no submission OR far below expectations

Grammar Instruction Applied (150 points)
- The goal of this assignment is to analyze the way that you might use/supplement a K-12 textbook to approach grammar instruction in your future teaching career. To be successful on this assignment, you will need to apply your understanding of grammar (as learned throughout the semester) to classroom materials. This is a 3-5 page paper, due on the last day of class (which is also the optional final test day, Wednesday, July 3) More details for this assignment are forthcoming.

Grading Summary
- Participation/classwork/practice quizzes/homework: 110 points (11%)
- Tests (4): 700 points (70%)
- Reading Quizzes (8): 40 points (4%)
- Grammar Instruction Applied: 150 points (15%)
- TOTAL: 1000 points (100%)

Grading Scale (in points)
- A: 900-1000
- B: 800-890
- C: 700-790
- D: 600-690
- F: below 600
Disabilities Accommodations
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 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.

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.

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 your academic advisor, the Financial Aid Office, and me, before you decide to drop this course. 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. Friday, June 21, 2019 is the last day to drop a class with an automatic grade of “W” this term.

Grade Appeals
As stated in University Procedure 13.02.99.C2.03, 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 Procedure 13.02.99.C2.03, Student Grade Appeals. These documents are accessible online at: http://academicaffairs.tamucc.edu/rules_procedures/assets/13.02.99.C0.03_student_grade_appeals.pdf. For assistance and/or guidance in the grade appeal process, students may contact the Associate Dean’s office in the college in which the course is taught. For complete details on the process of submitting a formal grade appeal in CLA, please visit the College of Liberal Arts website, http://cla.tamucc.edu/about/student-resources.html.

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.

**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 grade of 0 and may result in a failing grade for the course.

- **Definition of plagiarism:** In an instructional setting, plagiarism occurs when a writer deliberately uses someone else’s language, ideas, or other original (not common-knowledge) material without acknowledging its source. Plagiarism is a violation of academic expectations, but it is sometimes difficult to understand what plagiarism actually is. Often, students commit unintentional plagiarism (not citing sources properly, for example), because they are unaware of the standards that apply. Plagiarism includes:
  - Using the work of another as your own,
  - Downloading or purchasing ready-made essays off the web and using them as your own,
  - Using resource materials without correct documentation,
  - Using the organization or language of a source without using quote marks and proper citation.
  - Turning in a researched project without citing sources in an appropriate documentation style.
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<th>Date</th>
<th>Topic</th>
<th>Readings</th>
<th>Assignments / Activities</th>
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<td>6/3 M</td>
<td>Course Introduction: What is Grammar?</td>
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<td>6/4 T</td>
<td>Word classes</td>
<td>Sullivan Ch1</td>
<td>Reading Quiz (RQ)</td>
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<td>Extending the basics</td>
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<td>PQ Due: Ex 2.1-2.11</td>
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<td>(p. 70-80)</td>
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<td>(p. 95-104)</td>
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<td>(p. 105-124)</td>
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<td>(p. 129-158)</td>
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<td>(p. 158-168)</td>
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<td>Test Retake (optional)</td>
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