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**School of Languages and Literature**

**Wayland Baptist University Mission Statement:** Wayland Baptist University exists to educate students in an academically challenging, learning-focused and distinctively Christian environment for professional success, and service to God and humankind.

**Course Name:** ENGL 3304.VC01 Advanced Grammar

**Term and Year:**

**Fall 2023**

**Full Name of Instructor:**

**Dr. Chloe Brooke**

**Office Phone and WBU Email Address:**

**806-291-1109**

**brookec@wbu.edu**

**Office Hours, Building, and Location:**

Gates Hall 202B

Virtual office hours: email, phone, or zoom are available

**Class Meeting Time and Location**:

Online

**Catalog Description:** a study of the structure of the English language, with a focus on grammatical forms and functions within sentence structures.

**Prerequisite:** **Advanced standing**

**Required Textbook and Resources**:

Bell, Janis. *Clean, Well-Lighted Sentences: A Guide to Avoiding the Most Common Errors in Grammar and Punctuation.* W.W. Norton, 2008. ISBN: 9780393337150

Otto, Jessica and Susan Wise Bauer. *The Diagramming Dictionary.* Well-Trained Mind Press, 2019. ISBN: 9781945841385

Phelps, Terry. *Grammar Upside Down: A Different Approach to Understanding Grammar.* ISBN: 9781980535744

**Course Outcome Competencies** Upon the conclusion of this course, students actively engaged in learning will be able to:

1. Define grammar and various approaches to grammar.

2. Describe the English language, including the form and structure classes

 3. Analyze and explain functional units of sentences.

 4. Diagram sentences according to the Reed-Kellogg method.

 5. Develop an understanding of written style and fluency in the English language

The more the student puts into the course, the higher his or her outcome competencies will be.

**Attendance Requirements**: As stated in the Wayland Catalog, students should make every effort to attend all class meetings.  All absences must be explained to the instructor, who will then determine whether the omitted work may be made up.  When a student reaches that number of absences considered by the instructor to be excessive, the instructor will so advise the student and file an unsatisfactory progress report with the campus executive director.  Any student who misses 25 percent or more of the regularly scheduled class meetings may receive a grade of F in the course.  Additional attendance policies for each course, as defined by the instructor in the course syllabus, are considered a part of the University’s attendance policy.

**Statement on Plagiarism and Academic Dishonesty**: Wayland Baptist University observes a zero-tolerance policy regarding academic dishonesty. Per university policy as described in the academic catalog, all cases of academic dishonesty will be reported and second offenses will result in suspension from the university.

**Disability Statement**: “In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university.  The Coordinator of Counseling Services serves as the coordinator of students with a disability and should be contacted concerning accommodation requests at (806) 291- 3765.  Documentation of a disability must accompany any request for accommodations.”

**Attendance and Behavior Policy:** Students are expected to attend all classes. Attendance directly affects participation. If you are not present in class (and you do not speak to me before), then you do not get credit for participation. If any issues arises which affects attendance, unless circumstances make it impossible, students should contact the professor *prior* to missing class. During class, students are expected to be prepared and be engaged. This means that students do the required work outside of class and are in class having read, written, etc. the assigned work as listed on the tentative schedule (below).
Professionalism includes being respectful to peers and instructor. Students who are disrespectful will be asked to leave class and receive an absence for the class that day. Additionally, students should not be on his or her phone in class or doing anything that is distracting them from work in the classroom. If students miss class for a school sanctioned or otherwise professional event, then those absences are excused. If students communicate with me prior, those students are able to make up any assignment missed in class.
*Wayland’s catalogue states that students may fail a course if they miss 25% of class.*

**Email Expectations:** Students are expected to email their professor throughout the semester. When emailing, students must send professional emails. This means (unless it is an emergency) that students should send emails at appropriate times. Students should use a proper address at the beginning and state their concern in the email. It may be necessary to include what class the student is enrolled in or another explanation as to why he or she is emailing. Always remember to leave an email with your name/signature.

**Late Work Policy:** My late work policy is 10% off for each day that the assignment is late. If the assignment is due at 11:59 pm, and the assignment is submitted at 12:05 AM, the assignment is 10% reduced *from the grade earned.* After 10 days, the assignment cannot be made up and receives a 0. (\*This scenario applies to circumstances which are not excused and/or which the student has not made any communication with the professor.)

**Online Expectations:** Students are expected to check Blackboard every day. Students are expected to post original work using academic style. It is inappropriate to ignore formal rules of punctuation and capitalization as this is a space for academic work.

**Course Requirements and Grading Criteria:**

**Assignments:**

 **Quizzes 15%**

 **Weekly Journals 15%**

 **Sentence Diagrams 10%**

 **Exam 1 20%**

 **Exam 2 (final exam) 20%**

 **Grammar and Syntax Analysis Project 20%**

**Following statement must be included following Course requirements and grading criteria**:

**“Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic academic standards, just evaluation procedures, or appropriate grading, may appeal the final grade given in the course by using the student grade appeal process described in the Academic Catalog. Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals are limited to the final course grade, which may be upheld, raised, or lowered at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Vice President of Academic Affairs to the Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.”**

**Tentative Schedule**:

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|  | Assignments |
| Week 1 | Topics: What is grammar?, Prescriptive versus descriptive grammar, the development of English, Caxton’s printing press, phonemes, morphemes, lexemes, word categoriesRead:*Grammar Upside Down* read Part I, II, III pp. 1-28 (stop at conjunctions) *Clean, Well-Lighted Sentences* Chapter 1*The Diagramming Dictionary* Part I, pp. 1-12Assignments: Introduction to simple diagrams; Quiz 1 due; Weekly Journal due; Diagram video 1 due |
| Week 2 | Read: *Grammar Upside Down* read Part III, IV pp. 28-37 (stop at sentence patterns)*Clean, Well-Lighted Sentences* Chapter 2*The Diagramming Dictionary Part* II, pp. 13-19Assignments: Quiz 2 due; Weekly Journal due; Diagram Video 2 due |
| Week 3 | Read:*Grammar Upside Down* read Part IV pp. 37-49*Clean, Well-Lighted Sentences* Chapter 3*The Diagramming Dictionary Part* Part III, pp. 21-25Assignments: Quiz 3 due; Weekly Journal due; Diagram Video 3 due |
| Week 4 | Topics: Introduction of Grammar and Syntax projectRead: *Grammar Upside Down* read Part V and VI pp. 50-56*Clean, Well-Lighted Sentences* Chapter 4*The Diagramming Dictionary Part* Part IV, pp. 27-33Assignments: Exam 1 due; Weekly Journal due; Diagram Video 4 due |
| Week 5 | Read: *Grammar Upside Down* read Part VII, VIII, IX pp. 57-89*Clean, Well-Lighted Sentences* Chapter 5*The Diagramming Dictionary Part* Part V, pp. 35-37Assignments: Quiz 4 due; Weekly Journal due; Diagram Video 5 due |
| Week 6 | Read: *Grammar Upside Down* read Part X pp. 90-118*Clean, Well-Lighted Sentences* Chapter 6*The Diagramming Dictionary Part* Part VI, pp.39-49Assignments: Quiz 5 due; Weekly Journal due; Diagram Video 6 due |
| Week 7 | Read: *Grammar Upside Down* read Part XI, XII pp. 119-128*Clean, Well-Lighted Sentences* Chapter 7*The Diagramming Dictionary Part* Part VII, pp. 51-53Assignments: Quiz 6 due; Weekly Journal due; Diagram Video 7 due |
| Week 8 | Read: *Grammar Upside Down* read Part XIII, XIV, XV pp. 129-147Assignments: Grammar and Syntax Project due |
| FINALS WEEK | Exam 2 (final) Due |