

COCONINO COMMUNITY
COLLEGE COURSE OUTLINE

Revised by: Ann Wells
Status: Permanent
Effective Term: Fall 2018

November 15, 2017

A. Identification:

1. Subject Area: English (ENG)
2. Course Number: 099
3. Course Title: Fundamentals of Composition
4. Credit Hours: 4
5. Description: Integrated reading/critical thinking/writing approach to basic skills needed for success in college. Extensive writing practice with emphasis on the writing process, writing strategies and essay development. Prerequisite: ENG 095 or placement beyond prerequisite. Four lecture.

B. Course Goals:

1. To prepare students for the reading, critical thinking, and writing skills required in college-level English courses or in the workplace through extensive practice in critical reading and writing.
2. To provide training in essay development, grammar and writing mechanics

C. Course Outcomes: Upon successful completion of this course, students will:

1. recognize rhetorical contexts in purpose, audience, point of view, thesis statement, and organization in their own writing;
2. follow the writing process: prewriting (idea generating, organizing) drafting, revising, and publishing;
3. generate and organize writing to ensure unity, coherence, sentence variety, and clarity;
4. incorporate sentence variety into their own writing;
5. use feedback from peer review, instructor comments, and other resources to revise writing;
6. write complete, clear and grammatically correct sentences;
7. retain graded coursework and other important course materials for review.

D. Assessment of Course Outcomes will include:

1. course grades as determined by the instructor as outlined in the course syllabus;
2. a minimum of four essays of instructor-evaluated writing to include essays of 2-3 pages in length, illustrating sufficient competency to succeed in English 101;
3. a portfolio and reflective essay which review graded coursework and student progress

E. Course Content will include:

1. grammar/punctuation/syntax:
 - a. subject/verb agreement;
 - b. tense consistency;
 - c. subject/pronoun agreement;
 - d. sentence fragments;
 - e. run-on sentences;
 - f. punctuation;
 - g. and capitalization;
2. the writing process:
 - a. prewriting:
 - i. gather information;
 - ii. generate ideas;
 - iii. clarify points, organize structure;
 - b. drafting:

- i. composing introductory paragraph;
 - ii. body paragraphs;
 - iii. concluding paragraph;
 - c. revising:
 - i. revising for unity, support, coherence;
 - ii. revising for sentence variety and clarity;
 - d. editing:
 - i. editing for usage, spelling and mechanics
 - e. publishing/presentation:
 - i. following directed format and submission;
3. essay development
 - a. purpose;
 - b. audience;
 - c. point of view;
 - d. organization;
 - i. thesis sentence;
 - ii. topic sentence;
 - iii. specific support;
 - iv. transitions;
 - e. introductory paragraph techniques;
 - f. concluding paragraph strategies;
4. patterns of writing development/rhetorical strategies
 - a. description/ narrative;
 - b. cause and effect;
 - c. comparison and contrast;
 - d. process;
 - e. exemplification;
5. writing analysis and critique:
 - a. identify strengths and areas for improvement related to writing;
 - i. professional writing
 - ii. peer writing
 - iii. self-writing