

## ENG 1410: Elements of Grammar Online

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**Overview:** Elements of Grammar helps students understand the grammar conventions that they use every day. Students analyze sentence patterns and talk about how sentence patterns, punctuation, and word choices change the overall *effect* of written communication. Students should begin not only to understand conventions in writing but learn to manipulate grammatical structures to make their writing effective and persuasive. Students will discuss information in weekly discussion forums, turn in several short writing assignments, take self-tests and quizzes, and demonstrate their mastery of the information in two proctored exams (meaning the midterm and final must be taken at a testing center).

**Please note that this is not a self-paced class. Students must log in every week and complete each week's work by Sundays at midnight.**

This is a fairly demanding class, but there are videos and self-tests to help you master the information. If you have scheduled several hours to complete the work each week, you will have more success. If you require extra assistance, you are welcome to visit with me during my posted office hours. Do not allow technology to defeat you, but make sure to ask for help.

**Required Textbook:** Kolln, Martha, and Loretta Gray. *Rhetorical Grammar: Grammatical Choices, Rhetorical Effects* 6th ed. New York: Pearson, 2010.

**Attendance Requirements.** Assignments are due each week. Discussion forums must be completed within the week they are assigned to achieve credit. Quizzes **MUST** be taken within the week they are assigned, and students will **NOT** be able to access the quizzes after the last open day (answers then become available for study). Writing assignments must be turned in on time for full credit, but can be submitted up to one week late with a 10 percent grade deduction. No work over one week late will be accepted. No work will be accepted after the final exam has closed.

**Submitting Assignments:** Written work should be composed as Microsoft Word documents and submitted as attachments through the Blackboard assignment tool (with a .doc or .docx file extension). If you are composing in a software program other than Word, you will need to save your files in rich text format, which will give you an .rtf extension on the file name. In almost all word processing programs, you can change the file to rich text format using the "Save As" feature.

### To Access This Online Course:

1. Go to <http://www.dixie.edu/> and click on "Blackboard"
2. Formulate your Blackboard ID and password by clicking on "What is your Campus Username/PIN?"
3. You can now access Blackboard. After signing in, look for the Elements of Grammar class and click on the title to access content (available on the first day of the semester).
4. Make sure to open not only syllabus information but also the Week 1 folder. **Work is due the very first week of class.**