

**Carleton University**  
**Winter 2018**  
**Department of English Language and Literature**  
**ENGL 1008A: English Grammar: Fundamentals**

**Tuesday/Thursday 1:05-2:25**  
**Location: 210 Tory**

**Instructor: Prof. Robin Norris**  
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**Phone: 613-520-2600 x4195**  
**Office Hours: by appointment**

### **Course description**

ENGL 1008 is a new course debuting in Winter 2018. Over the years we have heard many English majors express the desire for a basic grammar course so that they can better understand how the language functions in order to develop their textual analysis skills, improve their writing, and avoid common errors. More recently, many non-majors have joined our first-year writing courses, indicating that they too feel the need for additional training in these important skills. ENGL 1008 will introduce students to fundamental concepts and terminology of grammar, i.e. syntax (word order) and morphology (word forms). Students will learn grammar through traditional sentence diagramming, which can be a helpful tool for those who learn visually or learn by doing. We will also discuss descriptive and prescriptive approaches to grammar, confusion over what *grammar* actually means, the historical roots of many perceived errors, and how to avoid common problems of usage. I am currently exploring my options for teaching ENGL 1008 through a “flipped” classroom, so that students will access lectures on the reading assignments online and on their own time, and time in class together will be spent solving problems, completing exercises, and diagramming sentences.

### **Course objectives**

- Students will understand descriptive/prescriptive approaches to grammar and the difference between grammar and usage.
- Students will learn and be able to identify the eight parts of speech.
- Students will learn how to decline a personal pronoun and conjugate a verb.
- Students will learn irregular verb forms and commonly confused words.
- Students will learn traditional sentence diagramming.

### **Required text**

Cindy L. Vitto, *Grammar By Diagram*, 2<sup>nd</sup> ed. (Broadview, 2006). Available at Haven Books. Bring this book to every class. You will also need paper and pen or pencil in every class.

## *TENTATIVE COURSE SCHEDULE*

For every class, there will be a reading assignment from Vitto, as well as videos and/or podcasts on CULearn. All of this should be completed before coming to class. See below for homework assignments to complete and submit before class.

Jan 9: Come to class.

Before Jan 11: Purchase textbook at Haven Books. Read the syllabus and Vitto's introduction, pp. 9–14.

Before Jan 16: Read Chapter 1: Eight parts of speech.

Before Jan 18: Reread Chapter 1: Verbs (pp. 25–31). Look over Appendices 2 and 3 (pp. 343–50).

Due in class on Jan 23: **Exercise 1 on p. 339.**

Before Jan 25: Read Chapter 2: Basic Sentence Patterns.

Before Jan 30: Read Chapter 3: Basic Sentence Patterns.

Due in class on Feb 1: **Exercises 2 and 3 on p. 340. Diagram the sentences.**

Before Feb 6: Read Chapter 4: Usage Problems.

Before Feb 8: Read Chapter 8: Usage Problems.

In class on Feb 13: Review for test.

In class on Feb 15: **Test one.**

Reading Week: Feb 19–23

Before Feb 27: Read Chapter 5: Compound Structures. Refer to Appendix 5 for reference.

Before Mar 1: Read Chapter 6: Complex Sentences. Refer to Appendix 5 for reference.

Due in class on Mar 6: **Exercise 4 on pp. 340–1. Diagram the sentences.**

Before Mar 8: Read Chapter 7: Complex/Compound-Complex Sentences. Refer to Appendix 5 for reference.

Before Mar 13: Review Appendix 6: Commonly Confused Words.

Before Mar 15: Read Chapter 12: Punctuation and Capitalization.

Due in class on Mar 20: **Exercise 5 on pp. 341. Diagram the sentences.**

Before Mar 22: Read Chapter 9: Verbs. Refer to Appendix 4 for reference.

Before Mar 27: Read Chapter 10: Verbals. Refer to Appendix 4 for reference.

Due in class on Mar 29: **Exercise 6 on p. 341–2. Diagram the sentences.**

Before Apr 3: Read Chapter 11: Usage Problems.

Due in class on Apr 5: **Diagramming Project.** In class self-evaluation.

In class on Tues, April 10: Exam review.

Date TBA (April 14–26): Final exam.

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## **COURSE POLICIES**

### **Attendance and participation policy**

This course is designed for student success, on the assumption that you will complete all assignments before class, attend and participate faithfully, bring your textbook, and avoid distractions. Unlike many English courses, this class features homework, exercises, and/or quizzes to be completed and submitted by the student in class or online, as assigned.

### **Backup copies**

I reserve the right to request a backup electronic and/or hard copy of all assignments; you are responsible for keeping these backups and submitting them immediately upon request.

### **Late assignments**

A grade of zero will be recorded for all late or missing assignments. No late homework assignments, exercises, or quizzes will be accepted.

### **Missed appointments**

The penalty for a missed appointment is a zero quiz grade. I also reserve the right to refuse future appointments to students who miss appointments scheduled with me.

### **Rewrite policy**

Under no circumstances will a student be allowed to rewrite an essay or exam, or to resubmit an assignment in this course.

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### **Evaluation**

Portfolio of all exercises and quizzes (homework, in class, online, etc.)	25%
Test (in class on February 15)	20%
Project (due in class on April 5)	25%
Final exam	30%

Note: All assignments must be written in standard academic English using MLA format. All examinations may be cumulative and may consist of sentence diagramming, essay, and/or objective sections (e.g., short answer questions, multiple choice, etc.).

## FASS POLICIES

### **Academic accommodation**

You may need special arrangements to meet your academic obligations during the term.

For an accommodation request the processes are as follows:

**Pregnancy obligation:** write to me with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details see the Student Guide.

**Religious obligation:** write to me with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details see the Student Guide.

**Academic Accommodations for Students with Disabilities:** The Paul Menton Centre for Students with Disabilities (PMC) provides services to students with Learning Disabilities (LD), psychiatric/mental health disabilities, Attention Deficit Hyperactivity Disorder (ADHD), Autism Spectrum Disorders (ASD), chronic medical conditions, and impairments in mobility, hearing, and vision. If you have a disability requiring academic accommodations in this course, please contact PMC at 613-520-6608 or [pmc@carleton.ca](mailto:pmc@carleton.ca) for a formal evaluation. If you are already registered with the PMC, contact your PMC coordinator to send me your Letter of

Accommodation at the beginning of the term, and no later than two weeks before the first in-class scheduled test or exam requiring accommodation (if applicable). After requesting accommodation from PMC, meet with me to ensure accommodation arrangements are made. Please consult the PMC website for the deadline to request accommodations for the formally-scheduled exam (if applicable).

### **Deferred final exams**

Deferred final exams must be applied for at the registrar's office and are available only if the student is in good standing in the course. In order to qualify for a deferred final exam for this course, successful completion of all prior assignments is required.

### **Final grades**

Standing in a course is determined by the course instructor subject to the approval of the Faculty Dean. This means that grades submitted by the instructor may be subject to revision. No grades are final until they have been approved by the Dean.

### **Statement on plagiarism**

Before completing any assignment, it is your responsibility to ensure that you understand what academic integrity means, what plagiarism is, how to complete your work honestly, and how to cite sources properly. All work must be completed independently unless otherwise instructed. No piece of work written for another course, however modified, may be submitted for credit in this one.

Academic integrity violations will not be tolerated. All suspected cases will be reported to the dean's office at once and prosecuted to the fullest extent possible. All existing means of plagiarism detection will be utilized, including internet search engines and services such as [turnitin.com](http://turnitin.com).

The University Senate defines plagiarism as "presenting, whether intentionally or not, the ideas, expression of ideas or work of others as one's own." This can include:

- reproducing or paraphrasing portions of someone else's published or unpublished material, regardless of the source, and presenting these as one's own without proper citation or reference to the original source;
- submitting a take-home examination, essay, laboratory report or other assignment written, in

whole or in part, by someone else;

- using ideas or direct, verbatim quotations, or paraphrased material, concepts, or ideas without appropriate acknowledgment in any academic assignment;
- using another's data or research findings;
- failing to acknowledge sources through the use of proper citations when using another's works and/or failing to use quotation marks;
- handing in substantially the same piece of work for academic credit more than once without prior written permission of the course instructor in which the submission occurs.

Plagiarism is a serious offence that cannot be resolved directly with the course's instructor. The Associate Dean of the Faculty conducts a rigorous investigation, including an interview with the student, when an instructor suspects a piece of work has been plagiarized. Penalties are not trivial. They can include a final grade of F for the course.