

**Carleton University
Winter 2019
Department of English**

ENGL 1800-B: English Grammar: Fundamentals

**T/Th 8:35 a.m.-9:55 a.m.
Location: TB 342**

**Instructor: Matthew Scribner
Email: Matthew.Scribner@Carleton.ca
Office: 1906 Dunton Tower
Office Hours: Wednesdays 1:30 p.m.-3:30 p.m.**

Many people learn grammar through trial and error. We all remember when we were young and we said something along the lines of “Dad and me went to the store,” only to be haughtily told that it should be “Dad and I went to the store.” The result of this is that we may learn what to say and what not to say, but we do not learn why. This course aims to teach the rules of English grammar with a focus on the role words play in sentences.

To do this, we will employ traditional sentence diagramming to link related parts of the sentence together. We will practice, practice, and practice some more with regular online quizzes and in-class activities.

Taking this course will help you become a better writer and will help you understand the underlying principles behind the English sentences that you are speaking every day. If you are studying other European languages, this course can help with that too: English shares the same structure as German, Latin, French, and more. It is just a matter of looking past the individual words and seeing the structure within.

Course Objectives:

- Learn the components of sentences
- Practice applying correct grammar
- Learn and practice traditional sentence diagramming
- Explore variations and controversies in English grammar
- Learn verb conjugation
- Practice dealing with commonly confused words

Texts

There are two textbooks by the same author, a core textbook and a workbook. Both are required.

Vitto, Cindy L. *Grammar by Diagram*. Second Edition. Broadview, 2006.

Vitto, Cindy L. *Grammar by Diagram*. Second Edition Workbook. Broadview, 2008.

All texts are available from Haven Books, 43 Seneca St., Ottawa, ON, K1S 4X2. Regrettably, Haven Books is not wheelchair accessible: please contact me if this presents a problem.

Please bring the *Grammar by Diagram* Workbook to class every day (sorry). But there is no need to bring the *Grammar by Diagram* core textbook to class.

Evaluation:

As stated in the Academic Regulations of the University, Section 2.1, students must complete all term papers and examinations to obtain credit for this course.

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.

In-Class Activities 15%

Online Quizzes 5%

Test One 25%

Test Two 25%

Final Exam 30%

There will be an extra assignment to make up ONE missed in-class activity at the end of the term. Details will be announced at that time. Otherwise, you need to be in class to do the activities. Missed tests cannot be made up except under extraordinary circumstances.

Plagiarism

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 by 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.

More information on the university's Academic Integrity Policy can be found here:
<https://carleton.ca/secretariat/wp-content/uploads/Academic-Integrity-Policy.pdf>

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

Please contact your instructor 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, visit the Equity Services website: carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf

Religious obligation

Please contact your instructor 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, visit the Equity Services website: carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf

Academic Accommodations for Students with Disabilities

If you have a documented disability requiring academic accommodations in this course, please contact the Paul Menton Centre for Students with Disabilities (PMC) at 613-520-6608 or pmc@carleton.ca for a formal evaluation or contact your PMC coordinator to send your instructor your Letter of Accommodation at the beginning of the term. You must also contact the PMC 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 your instructor as soon as possible to ensure accommodation arrangements are made.
carleton.ca/pmc

Survivors of Sexual Violence

As a community, Carleton University is committed to maintaining a positive learning, working and living environment where sexual violence will not be tolerated, and is survivors are supported through academic accommodations as per Carleton's Sexual Violence Policy. For

more information about the services available at the university and to obtain information about sexual violence and/or support, visit: carleton.ca/sexual-violence-support

Accommodation for Student Activities

Carleton University recognizes the substantial benefits, both to the individual student and for the university, that result from a student participating in activities beyond the classroom experience. Reasonable accommodation must be provided to students who compete or perform at the national or international level. Please contact your instructor 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. <https://carleton.ca/senate/wp-content/uploads/Accommodation-for-Student-Activities-1.pdf>

Other Carleton Services:

Please note that the following university-wide services are available to you: Writing Support Services, 4th Floor, MacOdrum Library, 613-520-2600x1125, <http://carleton.ca/csas/writingservices/> (offers assistance with developing and improving writing skills); Academic Advising Services, 302 Tory Building, 613-520-7850; Career Development Services, 401 Tory Building, 613-520-6611, <http://carleton.ca/sacds/>; The Centre for Student Academic Support, 4th floor of the MacOdrum Library, 613-520-2600 x1125; Research Help Desks at MacOdrum Library, 613-520-2600 x2735, <https://library.carleton.ca/services/research-help> (offer assistance with digital research and using the library); the Office of Student Affairs or Health and Counseling Services, 613-520-2600 x2573; www.carleton.ca/studentaffairs or www.carleton.ca/health (offer assistance coping with stress or crisis).

Please note as well that you are warmly invited to access Departmental Academic Advising. The English Department's Undergraduate Supervisor will offer advice about your program of study as an English Major or Minor and check your fulfillment of program and university requirements for graduation. To make an appointment for academic advising, contact the Undergraduate Supervisor, Professor Birkwood, at susan.birkwood@carleton.ca.

Please note: Student or professor materials created for this course (including lectures, hand-outs, assignments, quizzes, drafts, essays, and examinations) remain the intellectual property of the author(s). They are intended for personal use and may not be reproduced or redistributed without prior written consent of the author(s).

Etiquette

Please give the person who is speaking in class—whether it is the instructor or one of your peers—your full attention.

You may use a laptop to take notes, but please, do not surf the web, check social media, or do other distracting things in class. Please do not use cellphones in class, even to take notes.

Discussion is encouraged, but (obviously) please disagree without being disagreeable.

Schedule

Jan. 8 Introduction, pp. 9–16
Jan. 10 Chapter 1: The Eight Parts of Speech (minus verbs)
Jan. 15 Chapter 1: Verbs, Appendix 2: Conjugation, Exercise 1 on p. 339
Jan. 17 Chapter 2: Basic Sentence Patterns 1–3
Jan. 22 Chapter 2: Basic Sentence Patterns 4–5, Exercise 2 on p. 340
Jan. 24 Chapter 3: Basic Sentence Patterns 6–10
Jan. 29 Chapter 3: Basic Sentence Patterns 9–10
Jan. 31 Chapter 3: Special Structures, Exercise 3 on p. 340
Feb. 5 Practice for test
Feb. 7 TEST ONE
Feb. 12 Chapter 4: Usage Problems: Adjectives and Adverbs
Feb. 14 Appendix 6: Commonly confused words
Feb 18-22 READING WEEK
Feb. 26 Chapter 5: Compound Structures
Feb. 28 Chapter 6: Complex Sentences, Exercise 4 on p. 340, Appendix 5
Mar. 5 Chapter 7: Complex/Compound-Complex Sentences, Exercise 5 on p. 341
Mar. 7 Chapter 8: Usage Problems
Mar. 12 Chapter 9: Verbs, Appendix 3
Mar. 14 Chapter 10: Verbals, Appendix 4, Exercise 6 on p. 341
Mar. 19 Chapter 11: Usage Problems: Verbs and Verbals
Mar. 21 Practice for test
Mar. 26 TEST TWO
Mar. 28 Chapter 12: Punctuation and capitalization
Apr. 2 Chapter 12: Continued
Apr. 4 Chapter 13: Sentence Transformations
Apr. 9 Practice for exam