

AUSTIN COMMUNITY COLLEGE--ACADEMIC ESOL DEPARTMENT
COURSE DESCRIPTION AND SCHEDULE
SEMESTER INFORMATION
WRITING 3
ESOL 0373-XXX-XXXXX
COMX 4073-XXX-XXXXX

IMPORTANT DATES:

First Day of Class:

Last Day of Class:

Last Day for a 100% refund:

Last Day for 70% refund:

Last Day for 25 % refund:

Last Day to drop a class without receiving a grade or W:

Last Day to withdraw from a class:

NO CLASS ON

CONTACT INFORMATION	CLASS INFORMATION	OFFICE HOURS
Instructor:	Class Times:	Office Hours:
Phone Number(s)	Classroom Number:	If these hours do not work, I can schedule a personal meeting in person or through Zoom.
Email	ZOOM/DIL Information	Instructor Office Number

TEXTBOOK

Title, edition, author, publisher ISBN

Materials

A-1 Paper (regular college lined writing paper)

1 inch three ring binder

Pencils, pens, erasers

Small Stapler

Flash-drive

Additional Course Requirements:

- ACC email account
- Students must check their ACC email daily for any announcements or assignments
- Students must be capable of logging into and using the Blackboard course site
- Students must know how to use a Google Doc (I will review this in class)
- *FOR DIL headset with mic

COURSE DESCRIPTION: (3-3-0: 3 credit hours, 3 class hours, 0 Lab Hours)

In this course, students will learn to use Standard English grammar in writing and developing academic compositions. Students are exposed to the modes of process-explanation, classification, comparison and contrast, cause-effect, and argumentation. This course is designed to further prepare ESOL students to handle the writing tasks they will encounter in college-credit level courses and the workplace.

COURSE RATIONALE:

Writing 3 is designed to give students a clear understanding of academic writing and offers them opportunities to practice writing essays in different rhetoric modes.

MINIMUM ENTRANCE REQUIREMENTS/PREREQUISITES: To enroll in Writing 3 (ESOL 0373), students must have completed Writing 2 (ESOL 0372) and Grammar 2 (ESOL 0396) with a grade of C or higher or tested into Writing 3 (ESOL 0373) and Grammar 3 (ESOL 0397) on the ESOL Assessment test. If you have not passed Grammar 3 or tested into Grammar 4, you must sign up for Grammar 3 during the same semester you are taking Writing 3.

PROGRAM LEVEL OUTCOMES:

Students who complete courses in the ESOL program will read, write, and speak English in academic, professional, and social contexts, allowing them to function proficiently in a multicultural, multilingual society.

COURSE-LEVEL STUDENT LEARNING OUTCOMES/OBJECTIVES:

Upon successful completion of the course, students will be able to:

- Write a clear, well-organized, multi-paragraph, typed essay using a logical sequence in a prescribed rhetorical mode, i.e. comparison/contrast, cause/effect, process analysis (explanation) using the passive voice, argumentative/persuasive, and/or classification.
- Demonstrate ability to use the writing process by generating ideas, drafting, revising, and editing.
- Demonstrate functional vocabulary knowledge in a variety of contexts at a level appropriate for pre-college level courses.
- Write coherent and cohesive sentences of three types: simple (affirmative, negative, and interrogative), compound, and complex.
- Incorporate the use of appropriate transitions.
- Recognize and use proper English mechanics, avoiding run-on sentences, comma splices, and fragments.
- Respond to an academic article.
- Find articles in an online library database.

- Demonstrate proficiency in basic skills related to research-based academic writing, such as paraphrasing and summarizing ideas, using a short academic article with MLA citation.

INSTRUCTIONAL METHODOLOGY: Lecture and group interaction.

(For Online)

This class is an online synchronous lecture class. We will meet through ZOOM.

Assignments will be posted weekly on Blackboard. You will need to activate your ACC email and establish your access to Blackboard. All communication will be through ACC email and blackboard

EVALUATION: Below are the percentages and weights for each component of the course.

Component	Possible Percentage
Attendance, Participation, Preparation	10
Compositions/Writing Assignments (4)	60
Midterm Exams	15
Final Exams	15
TOTAL	100

Course Grade: This is how your course grade will be determined:

Course Grade Calculation

Grade	A	B	C	D	F
Percentage	90-100%	89-80%		69-60%	59-0%

IP = In Progress (This grade is for students who come to class and do their work but are not ready for the next level. If you receive an IP grade, you must repeat the course.)

ACC Policies are posted on the Blackboard menu in the link “College Policies and Student Support Services.”

The Writing Curriculum is also posted on the Blackboard menu.

The following is a schedule for an 8-week course that meets twice a week. The materials for the class were Instructor generated

Date	In-class focus
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19. January 2022	Overview of course Pre-writing work for homework assignment Writing Diagnostic
24. January 2022	Review of the writing process by writing about it
	Writing an introduction and conclusion
	Self-evaluation of paper 1.
26. January 2022	Discuss reading 1.1
	Why use an Outline? Writing an outline
31. January 2022	What is a Summary?
	Paper 2.1 (Classification)
	Paper 2.2
2. February 2022	Paper 2.3 Putting the paper together
7. February 2022	Paper 3.1(Comparison and Contrast)
	Paper 3.2
9. February 2022	Paper 3.3 Putting the paper together
14. February 2022	Self-evaluation of Paper 3 Paper 4.1(Cause and Effect)
	Paper 4.2
16. February 2022	Paper 4.3 Putting the paper together
21. February 2022	Self-evaluation of Paper 4 Paper 5.1(Argumentation)
23. February 2022	Paper 5.2
28. February 2022	Paper 5.3 Putting the paper together
2. March 2022	Self-evaluation of Paper 5
7. March 2022	Review
9. March 2022	Final

This schedule represents a general schedule of assignments. Assignments will be provided to you. It is your responsibility to prepare homework assignments BEFORE coming to class.

(Subject to change at the discretion of the instructor.)

