

Common Course Outline for: EngC 0800, Fundamentals of Writing**A. Course Description**

1. Number of credits: 3
2. Lecture hours per week: 3
Lab hours per week: None
Prerequisites: Placement into ENGC 0800 and eligibility for READ 0860 or a Pass/C or better in EAP 0760 and eligibility for READ 0860.
3. Co-requisites None
4. MnTC Goals: None

This course focuses on the writing skills needed to produce paragraphs and short essays. During the semester, students 1) read and critically evaluate a variety of texts; 2) understand the planning and writing process for paragraphs and short essay writing; 3) communicate clear ideas, developing paragraphs with main points, supporting details, and logically sequenced sentences; 4) develop conventional grammatical sentence structure, punctuation, and spelling; 5) practice strategies to develop vocabulary and word usage skills. Grading options are A-F or Pass/No Credit. A grade of Pass/C or better is required to register for EngC 0900.

B. Date last reviewed: January 2020

C. Outline of Major Content Areas

1. Paragraph and short essay writing with attention to subject, audience, and purpose
2. Writing process: prewriting, drafting, and revising
3. Paragraph and essay structure: thesis; topic sentence(s); transitions; clear, logical sequence of ideas and relevant details; and conclusion
4. Vocabulary and word choice
5. Sentence structure and editing skills

D. Course Learning Outcomes

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

1. Write developed, coherent paragraphs.
2. Write with attention to subject, audience, and purpose.
3. Use effective writing processes: prewriting, drafting, revising, and editing.
4. Demonstrate the ability to structure a short essay with an introduction, body paragraphs, and a conclusion.
5. Build vocabulary and analyze word choice.

6. Practice sentence structure and editing skills to enhance clarity for effective communication and to correct distracting errors in grammar, punctuation, and spelling.
7. Analyze various writing models (published material and class assignments) to develop one's own writing.

E. Methods for Assessing Student Learning

1. Writing assignments and related exercises
2. Other methods as the instructor chooses

Special Information None