

# Inver Hills Community College

## ENG 1118: Style and Correctness for Writers

### A. COURSE DESCRIPTION

Credits: 3

Lecture Hours/Week: 3

Lab Hours/Week: 0

OJT Hours/Week: \*.\*

Prerequisites:

This course requires any of these four prerequisite categories

1. EAP 0099 - Academic Writing (Minimum grade: 1.67 GPA Equivalent)

Or

2. A score of 78 on test Accuplacer Reading Comprehension

Or

3. A score of 250 on test Accuplacer NG Reading

Or

4. A score of 250 on test Accuplacer NG COMP Reading

Corequisites: None

MnTC Goals: Goal 02 - Critical Thinking

Introduces students to the grammatical and stylistic strategies necessary to effectively edit and proofread professional documents. Students will practice revising at the structural and sentence levels. The course supports students preparing for a wide variety of professional settings, such as business, paralegal, computer science, engineering, nursing, and others. Placement by Accuplacer assessment into English 1108 or completion of ENG/EAP 0099 with a C or better.

**B. COURSE EFFECTIVE DATES:** 08/27/2007 - Present

### C. OUTLINE OF MAJOR CONTENT AREAS

1. Identification and correction of grammar and usage errors 30%
2. Improvement of style, conciseness, and clarity 20%
3. Punctuation conventions 20%
4. Using reference guides 5%
5. Using electronic editing tools 5%
6. Syntax, diction, and tone specific to audience and purpose 20%

### D. LEARNING OUTCOMES (General)

1. Identify and correct grammar and usage errors in professional documents
2. Improve style, conciseness, and clarity in professional documents
3. Demonstrate knowledge of punctuation conventions
4. Access and apply information from relevant reference guides
5. Utilize electronic editing tools
6. Analyze audience and purpose in order to determine appropriate conventions of syntax, diction, and tone

## **E. Minnesota Transfer Curriculum Goal Area(s) and Competencies**

### Goal 02 - Critical Thinking

1. Gather factual information and apply it to a given problem in a manner that is relevant, clear, comprehensive, and conscious of possible bias in the information selected.
2. Imagine and seek out a variety of possible goals, assumptions, interpretations, or perspectives which can give alternative meanings or solutions to given situations or problems.
3. Analyze the logical connections among the facts, goals, and implicit assumptions relevant to a problem or claim; generate and evaluate implications that follow from them.

## **F. LEARNER OUTCOMES ASSESSMENT**

As noted on course syllabus

## **G. SPECIAL INFORMATION**

None noted