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Eng 2901: 2 MWF 9-9:50 CH 3160 (CH310) Fall 2004
Eng 2901: 3 MWF 11-11:50 CH 3691 (CH 318)
Dr. Duangrudi Suksang
Office: 3335 (3141) Coleman Hall
Office Hours: MWF 10-10:50 a.m.; MW 1-3 p.m. and by appointment
Office Phone: 581-6986
Home Phone: 348-0479 (before 10 p.m.)
E-mail address: cfsd@eiu.edu (I do not check my e-mail every day because I do not have e-mail at home.)

This section of Eng 2901 is designed to help you learn to analyze the basic components of the English language, i.e., words, phrases and sentences, and to understand the rules that govern their internal structure. We will discuss various aspects of the English language—slang, jargon, euphemism, standard and nonstandard English, and sexism in language. We will also learn how to diagram phrases and sentences. **Prerequisite: Eng 1002G.**

**TEXTS:** Martha Kolln, *Understanding English Grammar* (6th edition)
Cook and Suter, *The Scope of Grammar*

**ATTENDANCE AND PARTICIPATION:** Regular attendance and active participation are required. According to the 2004-2005 catalog,

Students are expected to attend class meetings as scheduled. When an absence does occur, **the student is responsible for the material covered during the absence** (emphasis added). When possible, the student should notify the instructor in advance of an anticipated absence.

Instructors will grant make-up privileges (when make-up is possible) to students for **properly verified absences due to illness, emergency, or participation in an official University activity**; and such absences will not militate against students in classes in which attendance is used directly in determining final grades (emphasis added). It is the student's responsibility to initiate plans for make-up work and to complete it promptly. If in the instructor's judgment the duration or number of absences renders make-up unfeasible, the instructor may contact the Vice President for Student Affairs and the Department Chairperson to determine an appropriate action. (55)

In addition, the 2004-2005 catalog includes the following sentences regarding absences: "If a student establishes a record or pattern of absences of concern to the instructor, the instructor may ask of the Vice President for Student Affairs that inquiries concerning the absences be made. The Vice President for Student Affairs also serves as the University contact person when catastrophic events result in extended student absences" (55).

**Unless you have received my consent prior to your absence and you are able to provide me with documented evidence showing that your absence is legitimate and excusable, you are not allowed to make up tests, graded in-class exercises and/or quizzes.**
Every excused absence (i.e., an official university activity, emergency or medical illness) must be supported by written evidence from a proper authority, which you will present to me upon your return to class.

If you are to take part in an official university activity, you must also give me in advance a letter explaining the purpose and date of your anticipated absence.

If you have an emergency or if you are sick, you or someone you know must call me at home or at work BEFORE class begins on the day of your absence. If you cannot reach me, you can leave a message on my voice mail (581-6986) BEFORE class begins on the day of your absence. If you notify me of your absence caused by an emergency or illness after class begins, that absence will not be considered an excused absence. You must also present me with documented evidence supporting your absence upon your return.

A phone notification or an in-class personal notification is appreciated, but it is not considered an automatically legitimate excuse. Remember it is your responsibility to contact either your classmates or me to find out what you have missed and/or if there has been any change made on the original syllabus during your absence.

**If you have more than 6 unexcused absences (2 weeks of classes), you will not pass the course. After your third unexcused absence, you must see me to discuss your performance in the class. Don’t forget to sign your name on the attendance sheet that I will pass around at the beginning of each class period.**

It is very important that you participate actively and seriously in all class activities. Remember that nobody knows everything and everybody has something valuable to offer. We can have fun learning from each other and growing together as a group.

**COURSE REQUIREMENTS**

1. You are expected to participate in all in-class activities.
2. You are expected to keep up with reading assignments and be ready to participate in class discussion. Reading your text(s) before coming to class enables you to understand what is being discussed in class better.
3. You will take several tests throughout the semester. You are required to take all the tests. These tests will be announced ahead of time. **If you are unable to take a test as scheduled and your absence is excusable, you must let me know immediately so that I can set up a different time for you. I will not get in touch with you. It is your responsibility to get in touch with me.**

I will tell you what you get on each test, but you will get your test back only after everyone in both sections has taken the test. If you do not contact me before I give the test back to the class, you will not be allowed to take the test.
No make-up test will be given after I have returned the test to the class. Your failure to contact me suggests to me that you do not care or are not concerned enough about the test.

After you get the test back, go over it carefully. If you have any questions about anything on the test, please feel free to talk with me immediately. You are to save all the tests and quizzes in a folder and keep track of all your grades. If you have any questions about your grade(s), you must bring your test(s)/quiz(izes) with you so that I can answer your question(s) and/or correct your grade(s).

4. Quizzes (30 extra points): These quizzes are optional and are designed to help you review what you have already learned in the class. You will be given more than 5 unannounced quizzes, but only the best five grades will be added to the total score before I convert it to a percentage. Here are the stipulations on the quizzes:

A. Quizzes will not be announced ahead of time.
B. I will not tell you what is going to be on each quiz.
C. I can give a quiz at the beginning of the period or toward the end of the period.
D. If you miss a quiz because of your late arrival, you will not be allowed to take it later.
E. I will give you only 10 minutes to work on a quiz. If you come to class late, you will have less time to work on a quiz.
F. If you are sick or have an emergency, you must show me officially documented evidence or other legitimate documented evidence before I allow you to take the quiz that you have missed. If you do not have properly documented evidence, you are not allowed to make up a quiz.
G. These quizzes are optional. If you do not care about extra points, you do not have to take them.

GRADING POLICY:
There are 6 tests altogether. The sixth test is your "final." You are allowed to drop the lowest grade among the first five grades you have received. However, if you fail to take any of the tests, you will naturally receive zero for that test; and this grade (zero) will not be dropped. Your sixth ("final") grade will not be dropped even if it is the lowest.

Your course grade is based on the number of points you have accumulated. Here is the grading scale for this course:

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>90-100</td>
<td>A</td>
</tr>
<tr>
<td>80-89</td>
<td>B</td>
</tr>
<tr>
<td>70-79</td>
<td>C</td>
</tr>
<tr>
<td>60-69</td>
<td>D</td>
</tr>
<tr>
<td>Below 60</td>
<td>F</td>
</tr>
</tbody>
</table>

You must fulfill all the course requirements and get at least 60 % in order to be considered for a passing grade (D). If you choose to remain in this class, I assume that you accept my policies and course requirements.

If you have documented disability and wish to receive academic accommodations, please contact the Coordinator of the office of Disability Services (581-6583) as soon as possible.

I am here to help you succeed in your academic pursuit. I am willing and ready to help you; therefore, please do not hesitate to talk to me. I believe in openness; feel free to discuss your problems with me so that we can solve
them together. **Do not wait until it is too late before coming to see me for help.** Come by my office (3335 / 314 I CH) during the office hours, or make an appointment with me after class, or call me to set up a time that is convenient for you.

I look forward to getting to know you, learning from you and working with you. I hope we have a good semester together.

**Eng 2901:2 and 3  Fall 2004  Dr. Suksang**

**Syllabus:** This syllabus may have to be adjusted at times. Read assigned selections before each class meeting. Do let me know if my explanation is not clear. If not, I will assume that everything is clear to you. If you don't ask questions, I will also assume that you understand everything. You must let me know what I can do to help you.

**Week#1**

| M  Aug 23 | Introduction |
| M  Aug 23 | **Assignment:** As a way of getting acquainted, I'd like you to write a letter to me telling me something about yourself. You can talk about your hopes, goals and needs for this course: what you would like to get out of it, what you can contribute, what you hope will not happen, and what makes you nervous or anxious about the class. You can tell me what you know about grammar. Please also include your thoughts on what accountability means to you. |

| W  Aug 25 | Language Variation: Watch  *American Tongues* |
| F  Aug 27 | Read and discuss Kolln, Chapter 1 (3-13), Chapter 14 ("Avoid Sexism in Language" 338-342); Cook, Chapter 2 "Variety, Variety" |

**Week#2**

| M  Aug 30 | Morphemes: Kolln, Chapter 10 (232-239); Cook, Chapter 3 (29-32) |
| W  Sept  1 | The Form Classes: Nouns, Verbs, Adverbs, Adjectives--Kolln, Chapter 11 (243-261), Linking Verbs (32-33), Intransitive and Transitive Verbs (35-43); Cook, 160-2 (Nouns); Cook, Chapter 5 (Be); Cook, Chapter 14 (Transitive & Intrans. Verbs); Cook, Chapter 15 (183-4, Linking Verbs) |

| F  Sept  3 | The Form Classes |

**Week#3**

| M  Sept  6 | Labor Day--No class |
| W  Sept  8 | The Form Classes |
| F  Sept 10 | The Form Classes |

**Week#4**

| M  Sept 13 | The Form Classes |
| W  Sept 15 | **Test 1: Morphemes and the Form Classes** |
| F  Sept 17 | The Structure Classes: Determiners, Qualifiers, Prepositions, Conjunctions, Auxiliaries, Interrogatives, Expletives, Particles--Kolln, Chapter 12 (268-289), Chapter 3 (67-68--Modals), Chapter 4 (99-101--There), Chapter 9 (213-222--Coordination); Cook, Chapters 8 (Modals), 13 (Determiners), 17 (Prepositions & Particles), 18 (Expletives) |

**Week#5**

| M  Sept 20 | The Structure Classes |
| W  Sept 22 | The Structure Classes |
| F  Sept 24 | The Structure Classes |

**Week#6**

| M  Sept 27 | Expanding the Main Verb and Tenses--Kolln, Chapter 3 (60-72); Cook, Chapter 4 |
| W  Sept 29 | Expanding the Main Verb and Tenses |
| F  Oct  1 | **Test 2: The Structure Classes and Tenses** |
Week#7
M Oct 4 Pronouns: Kolln, Chapter 13 (293-305); Cook, Chapter 12
W Oct 6 Pronouns
F Oct 8 Fall Break

Week#8
M Oct 11 Pronouns
W Oct 13 Syntax: Sentence Patterns--Kolln, Chapter 2 (17-55); Cook, Chapters 3 (32-38), 14, 15.
F Oct 15 Syntax: Sentence Patterns

Week#9
M Oct 18 Diagramming--Kolln, 52-55; Chapter 9 (222); Cook, Appendix 2
W Oct 20 Diagramming
F Oct 22 Diagramming

Week #10
M Oct 25 Test 3: Sentence Patterns, Diagramming, and Pronouns
W Oct 27 The Passive Voice--Kolln, 73-83, 323-325; Cook, Chapter 6
F Oct 29 Transforming the Basic Patterns--Kolln, Chapter 4 (90-102); Cook, Chapters 9, 10 &11

Week#11
M Nov 1 Transforming the Basic Patterns
W Nov 3 Transforming the Basic Patterns
F Nov 5 Test 4: The Passive Voice and Transforming the Basic Patterns

Week#12
M Nov 8 Modifiers of the Verbs: Adverbials--Kolln, Chapter 5 (110-126)
W Nov 10 Adverbials
F Nov 12 Adverbials

Week#13
M Nov 15 Modifiers of the Noun: Adjectivals--Kolln, Chapter 6 (132-162); Cook, 224-245
W Nov 17 (Relative clauses)
F Nov 19 Adjectivals

Week#14
Nov 22-26--THANKSGIVING RECESS

Week#15
M Nov 29 Test 5: Adjectivals and Adverbials
W Dec 1 The Noun Phrase Functions: Nominals--Kolln, Chapter 7 (170-190); Cook, Chapter 16
F Dec 3 (Gerunds and Infinitives)

Week#16
M Dec 6 Nominals
W Dec 8 Nominals
F Dec 10 Review and course evaluation

FINAL EXAM : The final exam will focus on nominals, but you will also be asked to identify adverbial and
adjectival structures.

Final Exam: Eng 2901: 2--Wednesday, December 15: 12:30-2:30 p.m.
Eng 2901: 3--Thursday, December 16: 2:45-4:45 p.m. (Each section must
take the final exam as scheduled.)