

實用英文文法與寫作

Practical English Grammar and Writing

(Monday 2:00 pm to 5:00 pm)

希家玟 (Haga, Allison)
Email: <allisonh@cse.nsysu.edu.tw>
Office Hour: Mon 10:00 to 12:00
Or by appointment

分機 (Ext.): 4318
Mobile Phone: 09-5518-4271
研究室(Office): F9035

This course aims to help students improve their basic English grammar usage and their writing skill, in preparation for graduate study and future academic writing. It is also a beginner course for students who may plan to take the GRE (Graduate Record Examinations) General Test. The course focuses on how to write a paragraph, usually to critique some example argument. Lectures and workshops are conducted both in Chinese and English. There are in-class exercises, quizzes, and take-home writing assignments. Students are expected to participate actively in the lectures, workshops, and group discussions.

教學目標 (Teaching Objectives)

- 1) Introduce various sentence structures of basic English
- 2) Provide general guidelines for composing a topic sentence
- 3) Improve students' basic grammar understanding
- 4) Strengthen students' basic concept of English composition
- 5) Enhance students' proof-reading ability by reviewing common mistakes
- 6) Prepare students to write their homework assignments in English
- 7) Train students to critique an argument

主要教科書或主要參考書目 (Reading Materials)

Required Materials:

- 1) The Course Packet

Suggested Readings:

- 1) Morenberg, Max and Jeff Sommers. *The Writer's Options: Lessons in Style and Arrangement*. New York: Pearson, 2008.
- 2) Pearlman, Daniel D. and Paula R. Pearlman. *Guide to Rapid Revision*. New York: Longman, 2002.
- 3) Strunk, William Jr. and E. B. White. *The Elements of Style* (International Edition). New York: Longman, 2000.

上課方式 (Teaching Methods)

- Lectures
- Workshops
- Group Discussions

評量方式與結構比 (Course Requirements)

In-Class Writing Exercises	30%
Take Home Writing Assignments	30%
Reading Comprehensions	20%
Vocabulary Learning List	20%

教學大綱 (Weekly Schedule)

第 1 週 (10/1) ***Sentences, Clauses, Phrases, and Words***

- 1) Basic Sentence Composition
- 2) Subject-Verb Agreement
- 3) How to critique an argument
- 4) Grammar Review: Tenses

第 2 週 (10/8) ***Different Types of Sentence Structures***

- 1) Simple, Compound, Complex, and Compound Complex Sentences
- 2) Conditional Sentences
- 3) Grammar Review: Active and Passive Voices

第 3 週 (10/15) ***Relative Clauses and Participles***

- 1) Constructing Relative Clauses and Choosing Relative Pronouns
- 2) Restrictive and Non-restrictive Relative Clauses
- 4) Constructing Participles
- 3) Grammar Review: Pronouns, Articles, and Preposition

第 4 週 (10/22) ***Appositives and Absolutes***

- 1) Constructing Appositives and Absolute Phrases
- 2) How to use and punctuate Appositives and Absolutes
- 3) Grammar Review: Adjectives and Adverbs

第 5 週 (10/29) ***Prepositional Phrases and Infinitive Phrases***

- 1) Constructing Prepositional Phrases
- 2) Constructing Infinitive Phrases
- 3) Playing with Prepositional Phrases and Infinitive Phrases

第 6 週 (11/5) ***Parallelism***

- 1) Constructing Parallel Structures
- 2) Using and punctuating parallel structures
- 3) Grammar Review: Faulty Parallelism

第 7 週 (11/12) ***Coordination and Subordination***

- 1) Coordinating Conjunctions
- 2) Subordinating Conjunctions
- 3) Grammar Review: Dangling Modifiers

第 8 週 (11/19) ***Deductive Strategy in Paragraph Design and Coherence***

- 1) Paragraph Design
- 2) Constructing a topic sentence for a paragraph
- 3) Using Connectives and References
- 4) Arranging Sentences into Structural Patterns

第 9 週 (11/26) ***Punctuation***

- 1) Using different kinds of Punctuation

第 10 週 (12/3) ***Revising and Proofreading***

- 1) "Paramedic Method"?
- 2) 12 Common Errors