



COURSE OUTLINE : ESL 159
C Credit – Not Degree Applicable
COURSE ID 010367
Created: November 2018

COURSE DISCIPLINE : ESL
COURSE NUMBER : 159
COURSE TITLE (FULL) : Editing and Proofreading
COURSE TITLE (SHORT) : Editing and Proofreading

CATALOG DESCRIPTION

ESL 159 is designed to complement ESL 151 in the development and practice of editing and proofreading of thesis-based essays in addition to techniques to improve the syntax and grammar of essays. Increasingly complex mechanical (punctuation) and grammatical structures are covered.

Total Lecture Units:1.00

Total Laboratory Units: 0.00

Total Course Units: 1.00

Total Lecture Hours:18.00

Total Laboratory Hours: 0.00

Total Laboratory Hours To Be Arranged: 0.00

Total Contact Hours: 18.00

Total Out-of-Class Hours: 36.00

Prerequisite: Placement based on a composite of test scores and academic background or satisfactory completion of ESL 141. Recommended Preparation: Concurrent enrollment in ESL 151 and an appropriate ESL listening and speaking course (ESL 145 or ESL 155).



ENTRY STANDARDS

	Subject	Number	Title	Description	Include
1	ESL	141	Grammar And Writing IV	compose a 400 to 450-word thesis-based essay which:	Yes
2	ESL	141	Grammar And Writing IV	a. summarizes and cites appropriately a reading passage provided as a prompt;	Yes
3	ESL	141	Grammar And Writing IV	b. includes a clear thesis statement;	Yes
4	ESL	141	Grammar And Writing IV	c. uses evidence to support the thesis;	Yes
5	ESL	141	Grammar And Writing IV	d. shows clear organization into an introduction, body and conclusion;	Yes
6	ESL	141	Grammar And Writing IV	e. uses appropriate rhetorical modes such as comparison/contrast, cause/effect and persuasion in order to support a thesis;	Yes
7	ESL	141	Grammar And Writing IV	demonstrate control of verb tenses in active and passive voice, gerunds and infinitives, conditionals real and unreal, adjective, noun, and adverb clauses, and transitional expressions;	Yes
8	ESL	141	Grammar And Writing IV	comprehend multi-paragraph reading passages in textbooks.	Yes

EXIT STANDARDS

- 1 Edit for grammatical errors in the use of: subject and verb agreement, verb tense and aspect, modals, gerunds and infinitives, articles, prepositions, and transitions;
- 2 edit for punctuation errors in the use of: fragments, comma splices, run-ons; commas, semicolons, and quotations marks.

STUDENT LEARNING OUTCOMES

- 1 Proofread and edit grammatical structures at an advanced level with 70% accuracy.



COURSE CONTENT WITH INSTRUCTIONAL HOURS

	Description	Lecture	Lab	Total Hours
1	Editing and Proofreading of contextualized errors in: <ul style="list-style-type: none"> • verb tense use; • gerund and infinitive use; • subject and verb agreement; • article use; • modal use; • preposition use; • transition use; • run-on sentences; • fragments; • commas splices; • commas and semicolon use; • quotation mark use. 	18	0	18
				18

OUT OF CLASS ASSIGNMENTS

- 1 supplementary grammar practice out of class;
- 2 supplementary editing practice out of class.

METHODS OF EVALUATION

- 1 lecture on specific grammatical points to be learned;
- 2 lecture on specific mechanical (punctuation) points to be learned;
- 3 pair and group work.

METHODS OF INSTRUCTION

- Lecture
- Laboratory
- Studio
- Discussion
- Multimedia
- Tutorial
- Independent Study
- Collaboratory Learning
- Demonstration



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- Field Activities (Trips)
- Guest Speakers
- Presentations

TEXTBOOKS

Title	Type	Publisher	Edition	Medium	Author	ISBN	Date
Writing Clearly: Grammar for Editing		Heinle	3		Lane, Janet	978-1-111- 35197-7	2011
Grammar and Beyond 4		Cambridge	1		Bunting, John D.	978- 052114301 1	2012