

Syllabus

Faculty **Faculty of Arts & Sciences**
Department English Department
Semester First
Academic Year 2019/2020

Course Name English Grammar
Course Number 0102104

Each student shall receive a copy of the syllabus to be kept for future reference.

1. Instructor Information

1. Lecturer Name: Dr. Norma Nawaf Al-Zayed
2. Office Number: 326
3. Phone Number:-----
4. Email: dr_normaalzayed@hotmail.com
5. Office Hours: S/S/T 9:30-3:00 --- M/W 8:00-9:30 / 11:00- 3:00

2. Course Details

1. Meeting Times: 9:30-11 M / W
2. Location: B207
3. Course Laboratory (if any):-----

3. Sources and References

1. Required Readings :**Understanding & Using English Grammar (Fourth Edition) Betty Azar.**
2. Additional Readings:
 - 1-Grammar Express Basic.
 - 2-Grammar in use.

4. Course Description

Course Description: This is a three-credit hour obligatory course for the BA English major students. It concentrates on structures for intermediate students who already have studied basic English grammar.

5. Aims and objectives:

- Know the grammatical rules of English.
- Be able to use and understand the English language structure
- Use proper grammar in writing and speaking (productive skills).

6. Course Learning Outcomes (CLOs):

1. Differentiate between the tenses.
2. Use the correct forms of the words
3. Know the tenses of the verbs.
4. Form meaningful sentences.
5. Form questions.
6. Use the prepositions.
7. Use the suitable pronouns.

8. Link between the noun and its. Usage.

7. Programme Learning Outcomes (PLOs):

The programme aims to prepare competent graduates who are capable of:

1. Describing the basic components and elements of English language related to phonetics, morphology, syntax and semantics.
2. Recognizing the British and American literary works such as drama and novel.
3. Distinguishing the artistic and intellectual trends and movements in the British and American literature.
4. Mastering the skills of English language: pronunciation, speaking and writing.
5. Expressing and critiquing the ideas of real life in English.
6. Transferring knowledge related to teaching English language within its own dimensions.
7. Translating texts from and into English language.

8. Teaching Methods

(To be determined by the instructor in accordance with the requirements of the course)

COURSE LEARNING ASSESSMENT-9

#	Description	Weight	Description
1.	Exams	30	- Multiple choice questions - Short answers
2.	Final Exam	50	- Multiple choices questions - True /False
3.	Assignments	20	- Student participation Course portfolio
4.	Participation	-----	
Total		100	

9. Course Schedule:

Wk No.	Topic	Assignments/ workshops due date	Reference in the textbook	CLO
1	Chapter 2 Present and past, simple and progressive		p.13-31	1-2- 3-4- 5
2	Chapter 3 Perfect and perfect progressive tenses		p.36-47	1-2- 3-4- 5
3	Chapter 4 -Future time		P.51-62	1-2- 3-4-

				5
4	Chapter 5 -Adverb clauses of time		.70-72	1-2- 3-4- 5
5	Chapter 6 -Subject-verb agreement		84-92	1-2- 3-4- 5

6	Chapter 7 Nouns		P.100-128	8
7	Chapter 7 Nouns		P.100-128	8
8	Midterm period, with continuation of the teaching	7-18/12/2019	Chapter 2-3-4	1-2-3- 4-5
9	Chapter 8 Pronouns		P.132-145	6-7-8
10	Pronouns		P.151-171	1-2-3- 4-5-7- 8
11	Chapter 9 Modals, part one		P.176-199	1-2-3- 4-5- 7-8
13	Chapter 10 Modals, part two		p.297-323	From 1 to 8
14	Chapter 14 Gerunds and infinitives		p.326-339	From 1 to 8
15	Chapter 14 Gerunds and infinitives		p.326-339	From 1 to 8
16	Final Test		The whole material	From 1 to 8

10. Course Policies:

- Course policies are determined by Undergraduate and Postgraduate Degree Regulations and Student Guide

- Policies should be announced during the first meeting.

1. Attendance:

- a. Students must attend all classes of this course.
- b. Any student with absence of 15% of the classes of any course, will be illegible to sit for the final e
- c. Exam and will be given the university zero (35%) in this course.
- d. In the case (b) above, if a student submits an official sick report authenticated by university clinic or an accepted excuse by the Dean of his/her faculty, the student will be considered as withdrawn from the course, and a "W" will be shown in the transcript for this course.

2. Tardiness:

Students are not allowed to come late to classes. Any student coming late will not be allowed to attend the class and he/she will be marked absent.

3. Exams:

1. Failure in attending a course exam other than the final exam, will result in zero mark unless the student provides an official acceptable excuse to the instructor who approves a make-up exam.
2. Failure in attending the final exam will result in zero mark unless the student presents an official acceptable excuse to the Dean of his/her faculty who approves an incomplete exam, normally scheduled to be conducted during the first two weeks of the successive semester.

4. Assignments and Projects:

Assignments and projects should be submitted to the instructor on the due date. Zero mark will be given for late submissions unless the student has an acceptable excuse approved by the instructor of the course.

5. Penalties for Cheating:

The minimum penalty for cheating is an automatic Zero for the test or assignment leading to a possible "F" for the course. The exam invigilator will produce a report on the case to the examination committee chairman. The report will be kept in the student file. The student may remain seated in the exam center, but in case that causes a disturbance to other students, the student will be expelled out of the exam center if approved by the examination committee chairman. A second offense will result in the immediate suspension of the student for the remainder of the current semester. A copy of the decision will be kept in the student file.



F112-3, Rev. c

Ref.: Deans' Council Session (03/2018-2019), Decision No.: 14, Date: 15/09/2018