

Grammar For Writers CU-210

INSTRUCTOR: Ernabel Demillo
CONTACT INFORMATION:
OFFICE HOURS:

TEXTBOOK REQUIRED:

“The Editorial Eye”, Jane T. Harrigan, Bedford/St. Martin’s
“The Associated Press Stylebook, 2008”
Various handouts

COURSE OBJECTIVE:

Good writing begins with good grammar. In this class you will (re) learn the rules of grammar to help you communicate clearly, concisely and coherently with your audience, whether it's for a job interview or your readers.

In Grammar for Writers we will cover parts of speech, word use, sentence construction, spelling, punctuation and principles of effective writing. Not only will your work in this class affect your performance in future communications/journalism courses, but you will be able to use these skills in a situation where you will be asked to write.

I will also introduce to you the basics of copy editing. Copy editors check stories for spelling, grammar, punctuation, correct word usage and newspaper style. These are all skills that can be helpful no matter what career path you decide to choose.

ASSIGNMENTS:

1. Quizzes -- There will be a quiz at the start of each class. Students who arrive late will not be permitted to take the quiz. There are no retakes or make-ups of the quiz.
2. One-Page Memos -- This is a summary of the assigned readings. Please double-space. You will be deducted for late memos. Remember, this is a writing exercise, so you will be graded on how well you summarize the readings, content, spelling and grammar.
3. Grammar Worksheets
4. Midterm and Final

GRADING: