



**English Grammar In Use
ACS 108
Course Syllabus
Spring 2019**

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INSTRUCTOR

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COURSE DESCRIPTION

In this course you will develop your knowledge of the form, meaning, and use of English grammar structures in order to enhance your written and spoken performances in academic settings.

COURSE OBJECTIVES

At the successful completion of this course, students should be able to:

1. Demonstrate the abilities to identify verb tenses related to present, past, and future time frames;
2. Explain the grammatical uses and forms of nouns, pronouns, adverbs, articles, comparisons, modals, questions, and clauses;
3. Assess the accuracy of a grammatical analysis;
4. Diagnose and edit usage errors appropriately in context.

REQUIRED READING

- [Raymond Murphy \(2012\). *English Grammar In Use \(4th edition\)*. Cambridge University Press. ISBN-978-0-521-18906-4. \(Murphy\)](#)
- [Michael Swan \(2005\). *Practical English Usage*. Oxford University Press. ISBN-13:978-0-19-442098-3. \(Swan\)](#)
- <https://www.easyenglish.bible/bible-commentary/john-ma-lbw.htm>

ASSIGNMENT

Assignment	Objectives	Due Date	Where to submit assignment
1. Textbook Exercises	1,2,3,4	See below	In class
2. Quizzes	1,2,3,4	See below	In class
3. Final Exam	1,2,3,4	See below	In class

All course work is to be completed by due dates posted in this syllabus. Extensions to this time limit will be made only by the director of ACS and are rarely granted. Missed due dates may require students to extend their program or fail the course. Additional fees may apply.

ASSIGNMENT DESCRIPTIONS

- Textbook Exercises** (13 exercises):
When students come to the class, students must answer all the questions in the Exercise of the assigned units in the textbook.
- Quizzes**: (10 quizzes)
At the end of each session, students will take a quiz for the covered units.
- Final Exam**: Details will be given as the class goes on.

COURSE PROCEDURES & COURSE REQUIREMENTS

Attendance: There is a positive correlation between attendance, learning, and grades. Classroom participation reinforces the exercises and assignments completed outside of class (through repetition/further practice) and provides an opportunity to ask questions about items or concepts that are unclear to the student. It is also an opportunity to interact with classmates and to learn from others' questions and insights. Please plan to attend every class.

Cheating: The community of Missio Seminary and ACS expects a commitment to integrity in all areas of life. Cheating is an expression of fraud and deception. Cheating includes (but is not limited to) representing another's work as your own (such as a Bible version) or copying someone else's homework (in current or past classes). Students found cheating will receive a zero for the assignment (and perhaps the course), and may face further action by the academic office, such as expulsion from school.

Help: If you are experiencing difficulty, please let the instructor know. ACS instructors want to help you succeed in their courses. Check the office hours above. Students are also encouraged to discuss any difficulties with the director of ACS.

COURSE SCHEDULE

Date	Topic	Assignments
1/31	Syllabus Review/Introduction	
2/7	Tenses	Units 1-25 (Murphy) Verbs, tenses, and aspect (Swan) Quiz
2/14	Modals	Units 26-37 (Murphy) Be, do, have and modal (Swan) Quiz
2/21	If, passive, questions	Units 38-52 (Murphy) Quiz
2/28	-ing and to ..	Units 53-68 (Murphy) Infinitives and participles (Swan) Quiz
3/7	Articles and nouns	Units 69-81 (Murphy) Nouns / articles (pg. 61-70 Swan) Quiz
3/14	Pronouns and determiners	Units 82-91 (Murphy) Pronouns / determiners (Swan) Quiz
3/21	Relative Clauses Adjective and Adverbs	Units 92-112 (Murphy) Adjectives / adverbs / comparison (Swan) Quiz
3/28	Conjunctions and	Units 112-120 (Murphy) Conjunctions (Swan) Quiz
4/4	Prepositions	Units 121-136 (Murphy) Prepositions (Swan) Quiz
4/11	Phrasal Verbs	Units 137-145 (Murphy) Quiz
4/18	Easter Break	
4/25	Appendix	Pages 292-301
5/2	Additional exercises	Pages 302-325
5/9	Study guide	Pages 326-335
5/16	Final Exam	

ACADEMIC POLICIES AND STUDENT RESPONSIBILITY

Please note that candidates are fully responsible to know and follow all the ACS rules, regulations, and deadlines published in the ACS student handbook.

ACADEMIC AND GENERAL INTEGRITY

As followers of Jesus Christ, we are called to integrity and Christ-likeness in all areas of life. What this means in the academic realm is that all assignments are to reflect your own work. Those found guilty of cheating or plagiarism will receive a grade of zero on the assignment and will follow the process outlined in the current handbook. **Surfing the Internet, texting, and reading materials for other classes are not allowed while students take quizzes and final exam in class.**

COMPLETION OF COURSE WORK

All course work is to be completed by due dates posted in this syllabus. Extensions to this time limit will be made only by the director of ACS and are not automatically granted. Missed due dates may require students to extend their program or fail the course. Additional fees may apply. The individual faculty member does not have the authority to grant any extensions of time beyond the due dates posted in the syllabus. Requests for extensions must be made in writing to the committee at least one week prior to the due date in the syllabus. Forms for this purpose are available in the ACS office. All requests should specify the reasons for the extension and the length of the extension desired. Such requests are not automatically granted.

Student PC Security Statement

Missio Seminary recognizes the need for computer use throughout the entire educational process today. Computers equipped with Internet access and applications that help deliver information and knowledge are vital. Students are encouraged to bring their electronic computing devices to campus to facilitate their course work and supplemental activities. Given the current climate of online dangers such as viruses, malware, phishing scams, and other related risks it is critical to secure all such devices regardless if they're being used on campus or not. Please take the appropriate steps to safeguard the security of your own electronic devices to protect the integrity of the student network on campus and provide a safe computing environment for everyone to use.

GRADING SYSTEM

Exercise in the textbook	52% (4 points x 13)
Quizzes	30% (3 points x 10)
Final Exam	13%
Participation/attendance	5%

To remain in good academic standing in ACS, a Level 1 student must maintain a 3.0 grade point average and a Level 2 student must maintain a 3.2 grade point average. ACS's grading system is:

BIBLICAL SEMINARY GRADING SYSTEM			
A	4.00	93.0 -100	Superior
A-	3.67	90.0 – 92.9	
B+	3.33	87.0 – 89.9	
B	3.00	83.0 – 86.9	Good
B-	2.67	80.0 – 82.9	
C+	2.33	77.0 – 79.9	
C	2.00	73.0 – 76.9	Fair
C-	1.70	70.0 – 72.9	
D+	1.30	67.0 – 69.9	Poor
D	1.00	63.0 – 66.9	
D-	.70	60.0 – 62.9	
F	0.00	00. - 59.9	Failing