Course Information Form (CIF)

Course Code: ENG 115

Course Title: English Grammar and Punctuation

Department: Humanities
PCS Code: 1.2 - Occupational/Technical Instruction
CIP Code: 23.1304
Repeatability: 0

Effective Date: Summer 2026

Credit Hours

Catalog Notation: 2-0-2
Credit Hour Distribution:

Lecture: 2	Lab: 0	Clinical: 0	**Total: 2**

General Course Information

Catalog Description

Grammar and punctuation of standard written English; parts of speech, types of punctuation, and common grammatical errors.

General Course Objectives

To provide basic knowledge, skills, and vocabulary for the grammar and punctuation of standard written English.

Minimum Placement Levels

English	Reading	Math
None	Placement out of CCS 098	None

Prerequisites

None

Methods of Evaluation

12-15 homework exercises, 8-10 quizzes, 5 exams covering the five major course segments, and a cumulative final exam.

Instructional Materials and Additional Supplies

English Grammar for Dummies, Woods, Geraldine. Current edition.
English Grammar for Dummies Workbook, Woods, Geraldine. Current edition.

Course Content

General Learning Outcomes (GLOs)

- Communication: Students will demonstrate the ability to read, write, listen, and speak effectively.

Course Segments and Student Learning Outcomes

Course Segment	Learning Outcomes	Lecture Hours	Lab Hours	Clinical Hours
Parts of Speech	1. Identify and properly use basic parts of speech (noun, pronoun, verb, adjective, adverb, preposition, conjunction, and exclamation) in grammatically correct English sentences.	5	0	0
Functions of Parts of Sentences	1. Identify and properly apply basic syntactical units of expression (subject, verb, direct object, indirect object, transitive verb, intransitive verb, prepositional phrase, and principal parts of irregular verbs) in grammatically correct English sentences.	5	0	0
The Complete Sentence	1. Identify and combine basic syntactical units of expression, including subject, verb, dependent clause, independent clause, and phrase, to create grammatically correct simple, compound, complex, and compound-complex English sentences.	6	0	0
Punctuation and Mechanics	1. Recognize and appropriately apply basic punctuation and mechanical elements (comma, period, semicolon, colon, apostrophe, dash, hyphen, parentheses, ellipsis, brackets, quotation marks, question mark, exclamation mark, and capitalization) within grammatically correct English sentences.	7	0	0
Sentence Problems	1. Identify and correct common sentence-level errors such as subject/verb disagreement, pronoun/antecedent disagreement, sentence fragment, comma splice and fused sentence, and dangling modifier.	7	0	0

Total Contact Hours

Lecture Hours	Lab Hours	Clinical Hours
30	0	0