

# *Writing in Style:*

## **Grammar Personal Study Plan**

(15% of final grade)

**LANGUAGE is POWER!** Do you want to feel confident as a writer -- to know that you are expressing yourself as well as you can? Do you want to improve your chances for **success** in your studies, increase your career opportunities, and know that you are communicating effectively in social and personal relations?

Developing a control and comfort with language is one of the best ways to improve one's options in life, and the only way to get there is to develop a strong **self-awareness** as a writer. This part of our course will give you a chance to build that self-awareness and confidence by helping you:

- **Identify** several grammar/style topics to work on
- **Study** these topics on *LaunchPad* until you achieve mastery

### **1. DIAGNOSTICS & GOAL-SETTING**

- REGISTER for *LaunchPad* (either with access card or trial access; see MIO message for links) and enter our course
- COMPLETE "Grammar Diagnostic A" (during lesson 4; complete at home if needed)
- Based on the diagnostic test results and teacher's feedback on your responses, CHOOSE **FIVE TOPICS** you would like to work on
- COMPLETE your Personal Writer's Profile and study plan (during lesson 7)

### **2. STUDY & PRACTICE five topics**

- OPEN up the topic you want to study by clicking the arrow before the title
- LEARN about the topic -- see sections called "Introduction," "Study Pages," and "Learning Curve"; use *EasyWriter* as another reference
- TEST your knowledge by doing a PRE-TEST (don't do this before you have studied the topic!)
- STUDY some more if necessary; see me for individual help if needed!

### **3. EVALUATION**

- COMPLETE "Post-Tests" in your five topics:
  - Monday, Oct. 5 (Test 1)
  - Monday, Oct. 19 (Tests 2 and 3)
  - Wednesday, Nov. 4 (Tests 4 and 5)

### **4. FINAL SELF-EVALUATION**

- COMPLETE Part 2 of Personal Writer's Profile
- date TBD

NAME: \_\_\_\_\_

**Effective Reading and Writing**  
**(K. Gruodis)**  
**Fall 2015**

**Personal Writer's Profile**  
**Stage 1 – start of semester**

***Basic info***

High school:

Languages:

- What is your “first” (most comfortable) language?
- Which other languages do you speak/read/write, and how well?

***Personal writing history***

How do you feel about writing?

How did you do in writing during high school (in English and other subjects)?

What kinds of writing do you do outside of school?

What are your strengths as a writer?

Have you had any specific challenges with writing in the past? How did you deal with them?

### ***Career connections***

How have you had to use writing in any jobs and/or extracurricular activities you have done in the past? Did you feel confident writing in this context? Were there any specific skills you felt you were lacking?

How do you think you might use writing in any of the jobs/careers you are considering after CEGEP or university?

### ***Study Plan***

What are your personal goals in this course, in terms of:

- Grammar – list specific topics
  
- Vocabulary
  
- Paragraphs
  
- Essay-writing
  
- Oral presentations

Do you think you may need any extra help in addition to class instruction? If so, how do you plan to get extra help?



## ***How to pick your topics:***

- Look at your Diagnostic Test results and the feedback you have received on your Responses
- Pick FIVE topics that will be useful to you. Start with issues in grammar, punctuation, sentence style – these are on the next page)
- If you are a more advanced writer, explore some of the topics on this page
- If you are unsure of what to do, come see me to discuss and we'll make a plan!

### **Overview: Reading**

- Topics and Main Ideas
- Topic Sentences and Supporting Details
- Patterns of Organization
- Vocabulary
- Active Reading
- Critical Reading
- Interpretive Reading
- Reading Tutorials
- Readings with Quizzes

### **Overview: Writing**

- Topic, Audience, and Purpose
- Prewriting
- Thesis Statements
- Drafting
- Revising
- Editing
- Digital Writing Tutorials

### **Overview: Integrated Reading and Writing**

- Argument
- Summarizing

### **Overview: Research**

- Working with Sources
- Documentation Guides
- Search and Citation Tutorials

### **Overview: Parts of Speech**

- Nouns
- Pronouns

- Verb Tense
- Adjectives and Adverbs
- Prepositions and Conjunctions

### **Overview: Sentences**

- Subject-Verb Agreement
- Fragments
- Run-ons
- Coordination and Subordination
- Parallelism
- Modifier Placement
- Mixed and Incomplete Construction
- Active and Passive Voice

### **Overview: Style and Mechanics**

- Sentence Variety
- Appropriate Language
- Wordiness
- Spelling
- Commonly Confused Words
- Abbreviations
- Commas
- Semicolons and Colons
- Apostrophes
- Quotation Marks
- Capitalization
- Italics
- Hyphens

### **Resources for Multilingual Writers**

(these topics appear when you open this section)

- Articles and nouns
- Verbs
- Sentence structure
- Prepositions

