

**High Advanced Grammar Syllabus
Fall I 2025**



Teacher: Jessica Mlynar
Contact email: jmlynar@kennesaw.edu
Textbook: Grammar & Beyond Essentials 3, with digital workbook - Class Key: 4ksA-tu7F
Time: 8:30am – 10:00am, Monday & Wednesdays
Room: UH 200

Course Description:

This is a high advanced class in academic grammar with a focus on identifying, editing, and producing works using advanced level grammar conventions. Students will demonstrate their acquisition of advanced English grammar through various written and spoken assessments.

Course Goals:

By the end of this course, students will be able to:

- Write & edit academic texts using subject and object relative clauses, and real and unreal conditionals.
- Use their knowledge of advanced grammar conventions to research a topic, analyze a claim, create an argument, and present their findings in a coherent way.

Academic Integrity

In university culture, working honestly and independently is of great value. When a person writes or creates something, that thing is considered to be his/her intellectual property. Therefore, copying the work of another person, whether a classmate or a professional, is considered stealing another person's property. As with other types of theft, stealing a person's academic or professional work can lead to negative consequences such as being expelled from college or being fired from your job.

At our IEP program, we, too, value academic integrity. Furthermore, our job is to help you learn to produce work that meets academic and professional standards. Therefore, if you do not do your work honestly and independently, consequences will follow.

The following are examples of what is considered prohibited in our program:

- Requesting or giving answers to classmates during a quiz or exam.
- Using electronics, notes, or books without permission during a quiz or exam.
- Receiving unauthorized help on projects or other work done outside of class. The only authorized help is from the KSU ESL Center, the KSU Writing Center, or your classroom teacher for that subject.
- Submitting the same assignment in multiple classes.
- Failure to cite a source you have either paraphrased or directly quoted in your work.
- Failure to use quotation marks for ideas taken word-for-word from another source.

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- Cutting and pasting information from the Internet and pretending it is your own.
- Using ChatGPT or other AI services to do your classwork.

Possible consequences for academic dishonesty include the following:

- 1st offense: 0 on the assignment with opportunity to re-do the assignment; note in record
- 2nd offense: 0 on the assignment; note in record
- Further offenses: Students will be referred to the honor and ethics committee who will determine the consequences, which may include dropping a letter grade in the course, having to repeat a level, suspension or expulsion from the program.

If a student is reported to the office multiple times ACROSS classes and levels, they will be required to attend a meeting with the honor and ethics committee at which time consequences will be decided.

In the High Advanced level, **5 notifications on file across classes and levels** will result in a referral to the honor and ethics committee.

Makeup Work Policy

- Speak to the instructor about planned absences.
- Speak with classmates for help with unplanned absences. Ask your classmates about work that was covered in the missed classes.
- Missing a class is not an excuse for not doing the work. Work is due by the due date unless otherwise authorized by the instructor.

Grading Policy:

You will receive a letter grade for this course. Your grade will be based on the following:

Writing Assignments	30%
Editing Assignments	20%
Quizzes	30%
Final Project	15%
Digital Workbook HW	5%

A= 90-100 B=80-89 C=75-79 D= 70-74 F= 69 and below

At the end of the 8-week session you will receive a grade of A, B, C, D, or F. This will help you understand how you performed in this class during this session. A grade of A, B, or C shows that you have completed the work and met the course goals and objectives. A grade of D or F shows that you have not met the course goals and objectives in this class. Advancement to the next level requires passing grades in classes as well as appropriate scores on the end of session tests (EPT and Writing).

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Assessments:

- **Graded Writing Assignments**

Students will construct formal responses to assigned prompts using the related grammar conventions discussed in class.

- **Graded Editing Assignments**

Students will analyze assigned texts to find grammatical errors and provide corrections using the related grammar conventions discussed in class.

- **Quizzes**

Students will demonstrate mastery of the grammar conventions discussed in class by completing quizzes during the class. Quizzes will include multiple choice, fill in the blank, short answer, long answer, and editing tasks.

- **Final Project**

In lieu of a final exam, students will display their culmination of HA grammar conventions by completing a research project assigned by the teacher. This project will include a visual presentation and an explanation of their research using the grammar conventions discussed in class. *Students enrolled in the HA_W class may be able to use related research from a similar writing assignment. Details will be announced later in the session.* *Please note – you will NOT be graded on your presentation skills, rather your grammar usage.

- **Self-paced Digital Workbook Homework Assignments**

Students will be required to complete the related Unit practice assignments in the digital workbook. While these assignments are self-paced, they are crucial for continued practice and mastery of the grammar skills discussed in class, so it is the student's responsibility to manage their time to complete these assignments. The overall homework grade is **calculated by the percent completed** in the digital workbook assignments, **not based on percentage correct**. These homework assignments are designed to be an extension of your in-class learning.

Formatting and Submission of Work:

Graded written assignments will be submitted electronically **to the instructor**, jmlynar@kennesaw.edu, or **printed and handed in at the beginning of class on the due date**. All graded assignments should be typed in Microsoft Word. They should have the student's name and be typed in 12 point font. Please title the document with your name, the course code (HA_G), the session (Fa I 25), and the name of the assignment. **Example –**
Jessica_Mlynar_HAG_FaI25_WritingAssignment1.doc

Other Course Policies

1. Always show RESPECT to your classmates and instructor.
2. Arrive to class ON TIME, and ready to learn.
3. No video recording is allowed during class without permission.
4. If you are unsure, please speak up! Don't be afraid to ask questions! 😊