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| **College of Languages & Translation**  **Grammar -3-** | | | | | | | | | | |
| **Course Code & No.**  Najd 233 | | | | **Credit Hours:**  3 Hrs. | | | | **Course Instructor:**  Reem Alshalan | | **Semester**  **Spring 2017** |
| **Course objective:**  The course aims to develop English language learners' grammar. It focuses on various rules that promote and perfect their writing style. It also develops other language skills in different ways. | | | | | | | | | | |
| **Course Textbook:**  UNDERSTANDING AND USING **ENGLISH GRAMMAR -** FOURTH EDITION-  **By:** Betty S. Azar / Stacy A. Hagen | | | | | | | | | | |
| **Assessment:**  1st In-term Exam [25 Pts.]  2nd In-term Exam [25 Pts.]  1 Quiz [10 Pts.]  Final Exam [40 pts.] | | | | | | | | | | |
| **Office:**  2nd floor, Room 10-3 | | | | | **Office hours:**  Mon. [9-11] Wed. [9 -10] Thurs. [9 -10] | | | | | |
| **Instructor’s Email:**  ralshalen@ksu.edu.sa | | | | | **Website**  http://fac.ksu.edu.sa/ralshalen | | | | | |
| **Absence Warning:**  25 % & above | | | | | **Banning from final exam:**  25 % & above | | | |  | |
| **Important Reminders:**   1. Since language accuracy is core to translation and interpreting, expect strict, detailed grading of all language errors, in all courses. 2. Right after being absent from an exam, a valid verifiable excuse must be presented to the exam committee for approval. Location: G/16 3. No points will be awarded for **(a)** cheating in any exam and/or **(b)** plagiarism: using other people’s work without proper citation. 4. For further info on KSU’s plagiarism policies and detection tools, check this link: <http://35302.wikispaces.com/file/view/plagiarism+handbook+2011.pdf> A more severe penalty will be implemented upon repeated cheating and/or plagiarism. 5. Abayas must be removed during class and exams; phones must be switched off and only used for emergencies. 6. A Psychological Counseling Center is available to students on campus, if needed. ADA and Students with Disabilities: [Universal Access Program for people with special needs](https://accessibility.ksu.edu.sa/)   0114697305 – 0114696414  [accessibility@ksu.edu.sa](mailto:accessibility@ksu.edu.sa)   1. The college library is located on the 1st floor with printing and scanning facilities. 2. An internet-enabled computer lab is located on 1st floor and open for students' use (4F25). 3. College website: https://girlsusc.ksu.edu.sa/ar/languages-translation 4. Twitter: Colt\_female\_ksu   Instagram: Colt\_female\_ksu | | | | | | | | | | |
| **GRAMMAR 3 (Najd 233)** | | | | | | | | | | |
| **Week** | **Gregorian** | **Hijri** | | | | **Lesson** | | | | |
| **1** | **Sun.,**  **Feb. 5** | **8/5/1438** | | | | **Registration + Orientation** | | | | |
| **2** | **Sun.,**  **Feb. 12** | **15/5/1438** | | | | Ch.14/ Gerunds: Introduction   /  Using Gerunds as the Objects of Prepositions  Common Preposition Combinations Followed by Gerunds, Common Verbs Followed by Gerunds  *Go* + Gerund , Special Expressions Followed by –*ing* | | | | |
| **3** | **Sun.,**  **Feb. 19** | **22/5/1438** | | | | Ch.14/ Common Verbs Followed by Infinitives, Common Verbs Followed by Either Infinitives or Gerunds  *It* + Infinitive, Gerunds and Infinitives as Subjects  Reference list of Verbs Followed by Gerunds, Reference List of Verbs Followed by Infinitives | | | | |
| **4** | **Sun.,**  **Feb. 26** | **29/5/1438** | | | | Ch.15/ infinitive of Purpose: *In Order To*, Adjectives Followed by Infinitives  Infinitives with *Too* and *Enough*, Passive Infinitives and Gerunds  Using Gerunds or Passive Infinitives Following *Need* | | | | |
| **5** | **Sun.,**  **Mar. 5** | **5/6/1438** | | | | Ch.15/ Using Verbs of Perception  Using the Simple Form after *Let* and *Help*  Using Causative Verbs: *Make, Have, Get* | | | | |
| **6** | **Sun.,**  **Mar. 12** | **12/6/1438** | | | | Ch.16/Parallel structure (+ using commas)  Paired Conjunctions: *BOTH/AND, NOT ONLY/BUT ALSO, EITHER/OR; NEITHER/NOR*  Separating Independent Clauses With Periods; Connecting with *and* and *but* | | | | |
| **7** | **Sun.,**  **Mar. 19** | **19/6/1438** | | | | **1st In term ( Thursday March 23rd from 12-1)** | | | | |
| **8** | **Sun.,**  **Mar. 26** | **26/6/1438** | | | | Ch.17/Introduction, Using Adverb Clauses to: Show Time Relationships + Show Cause and Effect  Expressing Contrast (Unexpected Result): Using *EVEN THOUGH*, Showing Direct Contrast: *While*  Expressing Conditions in Adverb Clauses: *If*-Clauses /  Shortened *if*-clauses | | | | |
| / | **Mid-Term Break** | | | | | | | | | |
| **9** | **Sun.,**  **Apr. 9** | | **12/7/1438** | | | | Ch.17/Adverb Clauses of Condition: Using *WHETHER OR NOT* and *EVEN IF*  Adverb Clauses of Condition: Using *IN CASE* and *UNLESS*  Adverb Clauses of Condition: Using *ONLY IF* | | | |
| **10** | **Sun.,**  **Apr. 16** | | **19/7/1438** | | | | Ch.18/Introduction, Changing Time Clauses to Modifying Adverbial Phrases  Expressing the Idea of "During the Same Time" in Modifying Adverbial Phrases  Expressing Cause and Effect in Modifying Adverbial Phrases,  Using *UPON+ING* in Modifying Adverbial Phrases | | | |
| **11** | **Sun.,**  **Apr. 23** | | **26/7/1438** | | | | Ch.19/Using *BECAUSE OF* and *DUE TO*, Using Transitions to Show Cause and Effect: *THEREFORE*,*CONSEQUENTLY* and *SO*  Summary of Patterns and Punctuation  Expressing Cause and Effect: *SUCH...THAT* and *SO... THAT* | | | |
| **12** | **Sun.,**  **Apr. 30** | | **4/8/1438** | | | | Ch.19/Expressing Purpose: *SO THAT*, Showing Contrast (Unexpected Result)  Showing Direct Contrast  Expressing Conditions: Using *OTHERWISE* and *OR* (*ELSE*),  Summary of Connectives: Cause and Effect, Contrast, Condition  **2nd In term ( Thursday May 4th from 12-1)** | | | |
| **13** | **Sun.,**  **May 7** | | **11/8/1438** | | | | Ch.20/Overview of Verb Forms in Conditional Sentences,  True in the Present or Future  Untrue (Contrary to Fact) in the Present or Future,  Untrue (Contrary to Fact) in the Past  Using Progressive Verbs in Conditionals /  Using “Mixed Time” in Conditionals | | | |
| **14** | **Sun.,**  **May 14** | | **18/8/1438** | | | | Ch.20/Omitting *IF*, Implied Conditions  Verb Forms Following *WISH*  Using *WOULD* to Make Wishes about the Future  **Quiz** | | | |
| **15** | **Sun.,**  **May 21** | | **25/8/1438** | | | | COLT’S ORAL EXAMS WEEK | | | |
| **Sun., May 28 – Thurs., June 15** | | | | EXAMS | | | | | | | |
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| **Summer Break (Students)** | | | | Fri., June 16 – Sun. Sep., 10th | | | | | | | |
| **Summer Break (Staff)** | | | |  | | | | | | | |