Grammar Skills Cohort Clinic

An eight-session class designed to help you improve your writing skills!

Improve your writing skills by tackling common errors frequently found in Montgomery College correspondence. The class will target specific needs of the participants, and will address errors such as:

1. Lack of subject/verb agreement
2. Errors in noun/pronoun agreement
3. Problems with "s": plural nouns, singular verbs, and missing possessives
4. Errors in the past tense and past participles of regular verbs
5. Incorrect use of the demonstrative pronouns "this" and "that"

These errors may occur because of hurried writing or insufficient proofreading for context and grammar. They may also occur when the writer does not recognize the particular function of a noun, pronoun or verb form in a specific sentence.

Upon completion of this class, you will be able to:
• identify major parts of speech and recognize their varying functions within a sentence
• follow the requirements of case and number in professional documents
• distinguish phrases from clauses and use both effectively without writing fragments
• recognize frequently recurring errors in personal writing
• reduce or eliminate grammar errors from drafts
• proofread for residual errors

Audience: Supervisors or their staff members who write e-mails or other College communications. They should be experienced in identifying basic parts of speech and their usual functions.

Not offered in FY18