

Introduction to ENZ 099, ACT-Prep Writing Workshop

Passing the ACT exam (reading and writing sections) is required of all CUNY students in order to take college level composition courses. The ENZ 099 course is designed to prepare you for the CUNY ACT exam, college level writing, and the professional and personal writing that you will do during your college career, professional career, and personal life. Writing is a process. ENZ will allow you to build skills for your work in English 101, 102, and 103.

1. Your teacher will give you a syllabus and course calendar, which will explain more details about your class activities during the term and the importance of in-class and homework assignments. Your teacher will also assign books and materials that you must purchase. During the first week of class, you will write a diagnostic essay to show your teacher a sample of your writing. Your teacher will evaluate this essay and subsequent essays to help you become aware of your strengths and weaknesses.
2. This course is designed to prepare you for college level writing. The goals of ENZ 099 are to prepare students to pass the CUNY ACT exam and to prepare students for success in English 101. During the term you will learn how to generate ideas for writing through discussion based upon readings and other material. You will write a minimum of 6 in-class and 4 additional essays, which may include either in-class or out-of-class essays at your instructor's discretion during the term to help you improve your writing skills. In addition, your instructor may ask you to write paragraphs, reading logs, or journals to help you further develop as a writer. **PLEASE KEEP ALL OF YOUR ESSAYS.**
3. Writing is a process. Thus, you will learn strategies for prewriting, paragraph development, revision, and editing. Because writers learn from feedback, you may be asked to revise your essays based upon evaluation and comments of your instructor and classmates. In this process, your teacher and your peers will assess your writing. This assessment will help you become aware of your strengths and weaknesses, guide you in the revision process, prepare you for the ACT exam and prepare you for English 101.
4. To take the CUNY ACT exam you must attend. You may not take the CUNY ACT exam if you do not attend class regularly. Department policy allows no more than 4 unexcused absences/hours from ENZ 099. Lateness is part of attendance; you must come to class on time. **Students who do not meet the English Department's attendance policy will not be eligible to take the CUNY ACT exam.** Please feel free to review your attendance with your instructor early in the term.
5. The Writing Center (El 11) is a service that provides free tutoring in writing. You are encouraged to work with a tutor to help you revise your essays, to practice your writing, and to work on your writing skills. Your instructor may require you to attend the Writing Center on a regular basis. You can find more information on the Writing Center's website: <http://www.lagcc.cuny.edu/english/writingcenter/>
6. Passing the ACT exam and completing the required 101 preparatory exercises is required to pass the course. Your instructor will give you your ACT results when they are available. She/he will also explain to you which grade you will receive. This course offers you the opportunity to take the ACT exam twice—once at midterm and once at the end of the course. Your instructor, based on your successful completion of all work and your compliance with the attendance policy, will give you permission to take the exam.

If you successfully complete the ACT at mid-term, you will be given additional work to prepare for English 101. At the end of the course, if you pass the ACT, you will receive an "S" for satisfactory completion of ENZ099. Your instructor will meet with you at the end of the term to give you your grade. If you do not pass the ACT you will receive an "R" grade to remind you to re-register for ENZ099.

Your ENZ099 instructor will:

1. Reinforce writing skills acquired in ENA/G 099 while enhancing these skills in preparation for the CUNY-ACT Writing Test and ENG 101.
2. Reinforce strategies to prepare for and take an essay-based high-stakes test.
3. Familiarize students with a variety of argumentative strategies, including counter-argument.
4. Enable students to analyze and interpret CUNY-ACT Writing Test prompts.
5. Provide students with additional prewriting and outlining skills.
6. Reinforce skills of writing effective introductions and conclusions for specific audiences
7. Enable students to develop ideas and arguments in coherent paragraphs under time pressure.
8. Reinforce skills of proofreading and revision.
9. Enable students to demonstrate the ability to express similar ideas in different ways clearly and accurately, at the word level, the sentence level, and discourse level, through various means of organization, rhetorical devices, and choice of content.
10. Enable students to integrate writing skills together in an effective essay in realistic simulations of the writing portion of the CUNY-ACT Writing Test.

At the End of the Course, you will:

1. Draw on writing skills acquired in ENA/G 099 while enhancing these skills in preparation for ENG 101.
2. Implement strategies to prepare for and take the CUNY-ACT Writing Test and other essay-based high-stakes tests.
3. Analyze and illustrate various argumentative strategies including counter-argument.
4. Analyze and interpret prompts.
5. Prepare appropriate prewriting, including outlines.
6. Write effective introductions and conclusions for specific audiences.
7. Write more developed ideas and arguments in coherent paragraphs under time pressure.
8. Identify grammatical and content errors through proofreading and revision
9. Illustrate ideas in different ways clearly and accurately, at the word level, the sentence level, and the discourse level, choosing from a variety of types of organization, rhetorical devices and content
10. Write an effective essay in realistic simulations of the writing portion of the CUNY-ACT Writing Test.

We hope you have an enjoyable and intellectually stimulating experience in this course.