



NYU

**ROBERT F. WAGNER GRADUATE
SCHOOL OF PUBLIC SERVICE**

Grammar Fundamentals

NONCR-GP 904

Spring 2023

Instructor Information

- Instructor: Benjamin Heller

Overview of Course

Day 1: The mechanics of good sentences

- Introductions and objectives
- Principles of good writing
 - Clear
 - Concise
 - Compelling
- Grammar fundamentals
 - Subject-verb agreement
 - Tense consistency
 - Active vs. passive voice
 - Punctuation
- Sentence fundamentals
 - Subordinate and in subordinate clauses
 - Sentence length
 - Varying word choice
- Answer student questions
- Optional homework for next week

Day 2: The structure of good writing

- Review content from last week
- Review homework from last week
- Components of successful structure
 - Thesis
 - Topic sentences
 - Introduction and conclusion
- Different types of writing and how to choose which one is right for your purposes

- Op-eds
 - Memos
 - Research papers
 - Reading responses
- Citing your sources
- Answer student questions
- Review and close