

COURSE SYLLABUS



COURSE TITLE: ELD 064 – Intermediate English Listen/Speak

CLASS SECTION: BX02

TERM: Fall 2023

COURSE CREDITS: 0

DELIVERY METHOD(S): Face-to-Face and Asynchronous

Camosun College campuses are located on the traditional territories of the Lək̓ʷəŋən and W̱SÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here.

Learn more about Camosun's [Territorial Acknowledgement](#).

Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable explanation in advance, you will be removed from the course and the space offered to the next waitlisted student.

INSTRUCTOR DETAILS

NAME: Trish Hannigan

EMAIL: hanniganp@camosun.bc.ca

OFFICE: Ewing, Room 222

PHONE: 250-370-3138

HOURS: 12:30 – 2:30 Monday – Thursday; or by appointment

Your instructor will assign **four** hours of independent learning (asynchronous hours) each week. You must do the assigned tasks within each week. You can do this work when it is convenient for you, but you must complete the assigned work according to your instructor's instructions.

Course hours per week: 20 hours: 16 hours direct instruction (synchronous teaching) and 4 hours of independent learning (asynchronous learning). Your instructor will monitor your independent learning.

CLASS TIMES AND LOCATIONS

Classes run from Monday, October 30th – Friday, December 15th.

All classes take place on the Lansdowne Campus.

Monday	8:30 AM – 12:20 PM	Wilna Thomas Building, Room 202
Tuesday		Ewing Building, Room 110 (Computer Lab)
Wednesday		Wilna Thomas Building, Room 202
Thursday		Wilna Thomas Building, Room 202
Friday	Independent Learning	

* The following day is a holiday, and the college will be closed: **Monday, November 13th: Remembrance Day**

As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.

CALENDAR DESCRIPTION

In this integrated skills course, speakers of English as an additional language develop intermediate listening and speaking skills using an expanded range of vocabulary in partly familiar, moderately demanding, occasionally supported contexts. Students develop skills and strategies to effectively respond to and participate in moderately complex formal and informal communications. Students who complete this course and ELD 062 will be prepared for Advanced ELD courses and selected courses at the college level.

PREREQUISITE(S): COM in ELD 054

CO-REQUISITE(S): None

EXCLUSION(S): None

COURSE LEARNING OUTCOMES / OBJECTIVES

Upon successful completion of this course a student will be able to:

Listening

1. Respond to moderately complex formal and informal communication of moderate length including some abstract concepts and ideas related to life experience, spoken at a slow to normal rate in moderately demanding contexts.
 - a. Recognize and respond to common and predictable social exchanges containing openings, closings, apologies, complaints, regrets, (dis)satisfaction, hopes, and wishes.
 - b. Interpret short group interactions and discussions on familiar topics.
 - c. Demonstrate comprehension of phone messages in moderately complex formal and informal situations.
 - d. Distinguish between advice, opinions, suggestions, encouragement, and requests in moderately complex communication intended to influence or persuade
 - e. Take notes on the main ideas, supporting details, facts, opinions, and implied meanings in interviews, or informational presentations

Speaking

2. Communicate in common social situations and produce concrete and some abstract information in some detail related to familiar topics in informal to somewhat formal moderately demanding contexts.
 - a. Effectively communicate in and manage routine social and business conversations for everyday purposes.
 - b. Effectively participate in and manage routine phone calls using appropriate conventions and expressions, such as opening and closing a conversation and leaving messages.
 - c. Prepare and present organized and detailed presentations
 - d. Ask for and give detailed information to express a range of feelings, problems, opinions, obligations, suggestions, and advice in one-on-one and in small group discussions

REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

- Lecture Ready 2 (Sarosy) \$78.70
- Headphones with microphone (pink and green plug-ins)
- Binder with lined paper

COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

The following schedule and course components are subject to change with reasonable advance notice, as deemed appropriate by the instructor.

WEEK or DATE RANGE	ACTIVITY or TOPIC	ASSESSMENTS	OTHER NOTES
Week 1:	Topic: Marketing; Pronunciation; Reductions and Intonation; Telephone Skills; Managing Conversations; Gerunds and Infinitives;	Diagnostic Tests (not counted for grading purposes)	Lecture Ready 2 Unit 1 Retail Tricks
Week 2:	Topic: Work and Leisure; Past Tense irregular review and “ed” pronunciation; Irregular Past Tense Review Presentation skills and hooks;	Listening Quiz 1	Lecture Ready 2 Unit 2 TBD
Week 3:	Topic: Aging; Idioms; Patterns of Organization; Discussion Skills; Advice; Irregular Past Review	Listening Test 1 Discussion Test 1	Lecture Ready 2 Unit 3 Shirley and Stan
Week 4:	Topic: Science; Note-Taking Skills; Gerunds and infinitives	Telephone Messages Quiz 1 Presentation 1	Lecture Ready 3 Unit 4 Ric Elias
Week 5:	Topic: Media; Note-Taking Skills; Business Topics	Listening Test 2 Note-Taking Quiz Telephone Call Complaint	Lecture Ready 2 Unit 5 Megan Washington
Week 6:	Topic: Linguistics	Telephone Messages Quiz 2 Discussion Test 2	Lecture Ready 2 Unit 5 TBD
Week 7:	Vocabulary/Grammar/Pronunciation Review	Presentation 2 Listening Test 3 Note-Taking Quiz	Review

- **Some Tuesday Lab Short Speaking Quizzes will also be given.**

Students registered with the Centre for Accessible Learning (CAL) who complete quizzes, tests, and exams with academic accommodations have booking procedures and deadlines with CAL where advanced noticed is required. Deadlines scan be reviewed on the [CAL exams page](http://camosun.ca/services/accessible-learning/exams.html). <http://camosun.ca/services/accessible-learning/exams.html>

EVALUATION OF LEARNING

Your mark will be based on a variety of formal and informal listening and speaking assignments given over the course of the semester. You must complete all assignments to fulfill the requirements of this course. Please note that you need 60% in both listening and in speaking to pass.

DESCRIPTION	WEIGHTING
Listening <ul style="list-style-type: none"> • Listening Tests 25% • Note-Taking Quizzes; Phone Messages Quizzes; Chapter Quizzes; Phone Conversation 20% • Homework and Asynchronous Listening and Participation 5% 	50%
Speaking <ul style="list-style-type: none"> • Presentations; Phone Conversation; Discussions 35% • Lab Speaking Quizzes 10% • Homework and Asynchronous Speaking and Participation 5% 	50%
If you have a concern about a grade you have received for an evaluation, please come and see me as soon as possible. Refer to the Grade Review and Appeals policy for more information. http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf	100%

EAP courses use the Standard Grading System (GPA). ELD 064 uses the following grading system.

Percentage	Grade	Description	Grade Point Equivalency
90-100	A+		9
85-89	A		8
80-84	A-		7
77-79	B+		6
73-76	B		5
70-72	B-		4
65-69	C+		3
60-64	C		2
50-59	D		1
0-49	F	Minimum level has not been achieved.	0

COURSE GUIDELINES & EXPECTATIONS

Students are responsible for

- attending classes regularly (see "Attendance" below)
- speaking English in class
- participating in discussions and group activities
- doing assigned homework and in-class work
- contributing to a positive learning environment
- turning off cell phones

- going to the Help Centre for extra help

Attendance

Students are expected to attend class every day, participate in class discussions and group activities, complete assignments, and homework.

If you cannot come the day of a test because you are sick, you **MUST** phone or email the instructor before the class starts.

Makeup tests will only be considered with a valid excuse and with sufficient notification.

During the term, if a student misses one week of class without official documentation, s/he will meet first with the instructor to resolve the problem. If no resolution can be made, then the student will meet with the Chair of the department who may recommend the following:

- attend Help Centre
- counselling
- program changes
- withdrawal
- discussion with an academic or an International Student Advisor (where appropriate)

At the end of term, if a student has missed 50% of class after having received departmental support, a letter will be sent to the student's local and permanent address regarding his or her absence in the course. A student with an attendance problem may not be allowed to register for the following term.

Students in any level who are receiving funding for their courses are expected to attend classes regularly. If the student is unable to attend classes, s/he is expected to contact his/her instructor(s) or an ELD instructional assistant. Official documentation is expected with an extended absence, e.g. a doctor's note.

STUDENT RESPONSIBILITY

Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College property, and assume responsibility for their education by researching academic requirements and policies; demonstrating courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

SUPPORTS AND SERVICES FOR STUDENTS

Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit <http://camosun.ca/students/>.

Support Service	Website
Academic Advising	http://camosun.ca/advising
Accessible Learning	http://camosun.ca/accessible-learning

Support Service	Website
Counselling	http://camosun.ca/counselling
Career Services	http://camosun.ca/coop
Financial Aid and Awards	http://camosun.ca/financialaid
Help Centres (Math/English/Science)	http://camosun.ca/help-centres
Indigenous Student Support	http://camosun.ca/indigenous
International Student Support	http://camosun.ca/international/
Learning Skills	http://camosun.ca/learningskills
Library	http://camosun.ca/services/library/
Office of Student Support	http://camosun.ca/oss
Ombudsperson	http://camosun.ca/ombuds
Registration	http://camosun.ca/registration
Technology Support	http://camosun.ca/its
Writing Centre	http://camosun.ca/writing-centre

If you have a mental health concern, please contact Counselling to arrange an appointment as soon as possible. Counselling sessions are available at both campuses during business hours. If you need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

COLLEGE-WIDE POLICIES, PROCEDURES, REQUIREMENTS, AND STANDARDS

Academic Accommodations for Students with Disabilities

The College is committed to providing appropriate and reasonable academic accommodations to students with disabilities (i.e. physical, depression, learning, etc). If you have a disability, the [Centre for Accessible Learning](http://camosun.ca/services/accessible-learning/) (CAL) can help you document your needs, and where disability-related barriers to access in your courses exist, create an accommodation plan. By making a plan through CAL, you can ensure you have the appropriate academic accommodations you need without disclosing your diagnosis or condition to course instructors. Please visit the CAL website for contacts and to learn how to get started:

<http://camosun.ca/services/accessible-learning/>

Academic Integrity

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.13.pdf> for policy regarding academic expectations and details for addressing and resolving matters of academic misconduct.

Academic Progress

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.1.pdf> for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

Course Withdrawals Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit <http://camosun.ca/learn/fees/#deadlines>.

Grading Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf> for further details about grading.

Grade Review and Appeals

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf> for policy relating to requests for review and appeal of grades.

Mandatory Attendance for First Class Meeting of Each Course

Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable reason in advance, you will be removed from the course and the space offered to the next waitlisted student. For more information, please see the "Attendance" section under "Registration Policies and Procedures" (<http://camosun.ca/learn/calendar/current/procedures.html>) and the Grading Policy at <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf>.

Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal. Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.8.pdf> to learn more about the process involved in a medical/compassionate withdrawal.

Sexual Violence and Misconduct

Camosun is committed to creating a campus culture of safety, respect, and consent. Camosun's Office of Student Support is responsible for offering support to students impacted by sexual violence. Regardless of when or where the sexual violence or misconduct occurred, students can access support at Camosun. The Office of Student Support will make sure students have a safe and private place to talk and will help them understand what supports are available and their options for next steps. The Office of Student Support respects a student's right to choose what is right for them. For more information see Camosun's Sexualized Violence and Misconduct Policy: <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.9.pdf> and camosun.ca/sexual-violence. To contact the Office of Student Support: oss@camosun.ca or by phone: 250-370-3046 or 250-3703841

Student Misconduct (Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun also expects that all students to conduct themselves in a manner that contributes to a positive, supportive, and safe learning environment. Please review Camosun College's Student Misconduct Policy at <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.5.pdf> to understand the College's expectations of academic integrity and student behavioural conduct.

Changes to this Syllabus: Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.