

COURSE SYLLABUS



COURSE TITLE: ELD 062 Intermediate English Read/Write

CLASS SECTION: BX02

TERM: Winter 2025

COURSE CREDITS: 0

DELIVERY METHOD(S): In class 10:30-12:10 pm – Lansdowne

Monday, Tuesday, Wednesday, Wilna Thomas 103 and Thursday (Ewing 112)

Camosun College campuses are located on the traditional territories of the Lək̓ʷəŋən and WSÁNEĆ 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: Amie Sondheim

EMAIL: sondheima@camosun.ca

OFFICE: Ewing 218

HOURS: By appointment

Your instructor will assign **two** 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: 10 hours: 8 hours direct instruction (synchronous teaching) and 2 hours of independent learning (asynchronous learning). Your instructor will monitor your independent learning.

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 reading and writing skills using an expanded range of vocabulary in partly familiar, moderately demanding, occasionally supported contexts. Students read a variety of moderately complex texts. Students organize, write and revise a variety of texts and paragraphs. Students who complete this course and ELD 064 will be prepared for Advanced ELD courses and selected courses at the college level.

PREREQUISITE(S): COM in ELD 052

CO-REQUISITE(S): None

EXCLUSION(S): None

COURSE LEARNING OUTCOMES / OBJECTIVES

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

Reading

1. Interpret a range of moderately complex texts in relevant, partly familiar situations with concrete, abstract and some specialized language and possible visual support in moderately demanding contexts.
 - a. Recognize and respond to a range of moderately complex social messages such as announcements, cancellations of arrangements, or apologies.
 - b. Interpret moderately complex instructions and instructional texts where sequence is inferred.
 - c. Locate and use information from moderately complex formatted texts (such as tables, schedules, course calendars), or business or service texts.
 - d. Identify the purpose, main ideas, key information, specific details, facts, opinions and implied meanings in moderately complex descriptive or narrative texts.
 - e. Access, interpret, and compare several pieces of information from print or internet sources.

Writing

2. Write moderately complex texts and paragraphs about familiar, concrete topics relevant to personal interests and experiences in moderately demanding contexts.
 - a. Summarize key information from a variety of sources.
 - b. Complete moderately complex forms with detailed personal information, such as job applications or medical forms.
 - c. Write informal and formal correspondence for routine personal or business/service purposes.
 - d. Write a compare/contrast paragraph. Write a cause/effect paragraph.

REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

- a) **Ready to Write 2:** Perfecting paragraphs 5th edition by Karen Blanchard and Christine Root. ISBN 978-0-13-439932-4. (Lansdowne bookstore)
- b) ELD 062 Vocabulary Building and Reading and Writing Skills **Course pack** by Amie Sondheim (Lansdowne bookstore)
- c) Binder with paper for notetaking and handouts

EVALUATION OF LEARNING

Completion Requirements:

- Students must achieve an adequate level of competence (60%) in **EACH** of the reading and writing sections **separately** to complete this course successfully. You must achieve an overall passing grade (60%) on in-class writing assignments to pass the writing section of the course. You must achieve an overall passing grade (60%) on in-class reading assignments to pass the reading section of the course.
- Students must receive an overall C (60%) to move on to ELD 072.

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
Week 1 Jan 6-10	Intro to the course and “get to know you” exercises. Ready To Write 2: Chapter 1 Getting Organized (Weekend Assignment) Assessment Reading and Writing diagnostic tests
Week 2 – Business Jan 13-17	<i>Understanding Paragraphs and Time Transitions</i> a) Unit 1 Course Pack: Relationships and Time Transitions b) Ready To Write 2: Chp 2 (Paragraphs) Reading diagnostic – lab
Week 3 – Business Jan 20-24	<i>Understanding Paragraphs and Time Transitions</i> a) Unit 1 Course Pack: Relationships and Time Transitions b) Ready To Write 2: Chp 2 (Paragraphs) Assessment <i>Reading Test 1</i> - Review Course Pack Unit 1 and vocabulary for this test
Behavioural Science Jan 27-31	<i>Writing Process and Time Transitions</i> a) Unit 2 Course Pack: General Reading Skills and Time Transitions b) Ready To Write: Chp 3 (Time Order) Review - Ready To Write: Chp. 6 Understanding the Writing Process Assessment - In-Class Paragraph Writing
Week 5 – Behavioural Science Feb 3-7	<i>Finding Main Ideas and Details and Summarizing</i> a) Unit 3 Course Pack: Finding Main Ideas and Details b) Ready To Write 2: Chp 13 Writing Summaries Assessment Reading Test 2 In-Class Paragraph Writing – Focus on Summarizing 1
Week 6 Feb 10-14	<i>Finding Main Ideas and Details and Summarizing</i> a) Unit 3 Course Pack: Finding Main Ideas and Details b) Ready To Write 2: Chp 13 Writing Summaries Assessment In-Class Paragraph Writing – Focus on Summarizing 2

WEEK or DATE RANGE	ACTIVITY or TOPIC
Week 7 Feb 17-21 Reading Break	<i>Giving an example and Writing E-mails</i> a) Unit 4 Course Pack: Examples and Illustrations b) Ready to Write 2: Chp. 14 Writing Business Letters
Week 8 Feb 24-28	<i>Compare and Contrast</i> a) Unit 5 Course Pack: Compare and Contrast b) Ready to Write 2: Chp. 11 Compare and Contrasting Assessment Reading Test 3
Week 9 March 3-7	<i>Compare and Contrast</i> a) Unit 5 Course Pack: Compare and Contrast b) Ready to Write 2: Chp. 11 Compare and Contrasting Assessment In-Class Writing – Focus on Compare and Contrast 1
Week 10 March 10-14	<i>Compare and Contrast</i> a) Unit 5 Course Pack: Compare and Contrast b) Ready to Write 2: Chp. 11 Compare and Contrasting Assessment Reading Test 4 - Review Reading 1 from Unit 5 of Course Pack for this test In-Class Writing – Focus on Compare and Contrast 2
Week 11 March 17-21	<i>Cause and Effect</i> a) Unit 6 Course Pack: Cause and Effect b) Ready to Write 2: Chp. 12 Cause and Effect Assessment Focus on Writing a formal E mail
Week 12 March 24-28	<i>Cause and Effect</i> a) Unit 6 Course Pack: Cause and Effect b) Ready to Write 2: Chp. 12 Cause and Effect Assessment Reading Test 5 on World of Work - TBD In-Class Writing – Focus on Cause and Effect 1

WEEK or DATE RANGE	ACTIVITY or TOPIC
Week 13 Mar. 31-Apr. 4	<i>Cause and Effect</i> a) Unit 6 Course Pack: Cause and Effect b) Ready to Write 2: Chp. 12 Cause and Effect Assessment - TBD
Week 14 April 7-11	<i>Cause and Effect</i> Assessment Reading Test 6 In-Class Writing 8 – Focus on Cause and Effect 2
Week 15 April 14-18	Assessment Retesting will be allowed for specified students during this final week. Students will be contacted by their instructor if they are needed to do any make-up tests.

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 can be reviewed on the [CAL exams page](http://camosun.ca/services/accessible-learning/exams.html). <http://camosun.ca/services/accessible-learning/exams.html>

DESCRIPTION	WEIGHTING
Writing – paragraphs (general, compare/contrast and cause/effect), summaries, e-mails	50%
Reading – quizzes, reading tests, vocabulary quizzes, following written instructions	50%
TOTAL	100%

EAP courses use the Standard Grading System (GPA). ELD 062 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

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](http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf) policy for more information.

<http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf>

COURSE GUIDELINES & EXPECTATIONS

Generative AI

This course will help you further develop your critical thinking and English language skills. In your marked assignments, you will demonstrate your developing fluency in English with your own work. You are not permitted to use generative artificial intelligence (Gen-AI) tools such as ChatGPT. Using Gen-AI will limit your ability to meet the course outcomes. If you have questions about the definition or use of Gen-AI, please ask your instructor.

Academic Integrity and Plagiarism

You must complete all your assignments in your own words. Work that you have copied from another source, including translation software or another person, is plagiarism. This is the theft of another person's ideas, writing, or work. Any quotations or references that come from another source must be cited.

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)

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
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](#) (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.