



ELD 052-001 2011 Fall Course Outline

September 6 – December 16, 2011

Time: 8:30 – 10:20 (M- F)
Room: CBA 145 Monday, Tuesday, Thursday & Friday
 CBA 159 (Lab) Wednesday
Instructors: Tony Vernon (September)
 Micê Albano (October - December)
Office: CBA 141A (Tony)
 CBA 133 (Micê)
Office Hours: by appointment or after class
Phone: 370-4936 (Tony); 370-4947 (Micê)
Email: vernona@camosun.ca; albano@camosun.ca

Expectations

- You are expected to be on time, attend class every day, speak English in class and out of class, participate in class activities, ask questions if you don't understand, and complete your assignments.
- *Please* turn off your cell phone during class.
- **If you are absent, phone to leave a message or email your instructor.**
- If you miss classes, ask a classmate to collect any handouts and contact him or her each day to find out about homework. Get the telephone number or email address of two classmates before the end of the first week.

Classmate's Name:

Phone Number

Email Address

Books and Materials

1. *Grammar in Use Intermediate* 3rd edition (\$30.95)
2. *Active Skills for Reading: Book 3 Reading* 2nd edition (\$47.95)
3. Longman Dictionary of Contemporary English
4. A three-ring binder and loose-leaf paper

No Classes

Thanksgiving: Monday, October 10th
 Remembrance Day: Friday, November 11th

Learning Outcomes

ELD 052 is an integrated skills course focusing on **reading and writing**. At the end of the 4-month course (10 hours per week + 2.5 lab hours), successful students will be able to:

Reading

Follow main ideas, key words and important details on a one-page text on familiar relevant topics. Specifically, they are able to:

- Use questions, predicting, inferring, skimming, scanning, and graphic organizers to accomplish reading for specific purposes;
- Use knowledge of context and word elements to pronounce and make sense of unfamiliar words and specialized vocabulary;
- Develop personal responses to reading materials and support responses with reasons, examples, and details;
- Locate and compare two or three pieces of information from print and Internet sources;
- demonstrate an understanding of the main ideas, factual details and inferred meanings in moderately complex materials on familiar topics;
- Demonstrate comprehension of a cycle diagram, flow chart and a time line/ schedule;
- Understand the meaning of specific vocabulary;
- Use a concise unilingual dictionary; and
- Follow a set of written instructions (up to 10 steps) on everyday tasks.

Writing

Demonstrate developing ability in performing moderately complex writing tasks. Specifically, students are able to:

- Use the writing process to compose well-organized 150 word (1 – 2 paragraph) texts describing step-by-step processes, sequences of events or stories;
- Complete moderately complex forms;
- Take notes from oral presentations;
- Write business memos of requests;
- Write personal email messages expressing or responding to congratulations, thank-yous, apology or offers of assistance;
- Use a given list of criteria to appraise own and others' work and make suggestions for revision;
- Apply specific vocabulary to written work; and
- Communicate thoughts, ideas, concerns, feelings and experience.



ELD Department Progress and Attendance Policy ELD 032-064

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 Language Centre for extra help.

All students are strongly encouraged to attend workshops. These workshops are included as part of the funding for those students who have received funding.

Attendance

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

If you are absent, please email or leave a message with your teacher(s).

<http://camosun.ca/learn/calendar/current/pdf/admission.pdf> (p.23)

It is each student's responsibility to attend the first class meeting of each course. If a student does not attend the first class and does not contact the instructor, an ELDD instructional assistant or an international

education advisor within two working days following the first class with a satisfactory explanation, admittance to the course may be denied.

If a student does not attend classes and does not officially withdraw (via Camlink or Student Services) prior to fee deadlines, he or she will be required to pay all outstanding fees, will receive no further service until the fees are paid and may receive an IP grade.

If you cannot come the day of a test, please phone or email the instructor before the beginning of the class.
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(es) without official documentation, s/he will 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:

- visit the Language 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. Alternatively, official documentation is expected.

GRADING POLICY:

To complete **052** a student must get a mark of **S** (satisfactory) on the Learning Outcomes in each skill area (reading, and writing listed on Page 1 above). At the end of the term, the student will receive a grade based on the Competency Grading System below.

Competency Based Grading System

This grading system is based on satisfactory acquisition of defined skills or successful completion of the course learning outcomes.

Grade	Description
COM	The student has met the goals, criteria, or competencies established for this course, practicum or field placement.
DST	The student has met and exceeded, above and beyond expectation, the goals, criteria, or competencies established for this course, practicum or field placement.
NC	The student has not met the goals, criteria, or competencies established for this course, practicum or field placement.