



ELD 064-002 Fall 2011 Course Outline

September 6 – December 16, 2011

Time: 10:30 – 12:20 (M- F)
Room: CBA 143 M, T, W and F
CBA 159 (Lab) Thursday
Instructor: Tony Vernon / Mark Limacher
Office: CBA 141A (Tony) / CBA 154 (Mark)
Office Hours: by appointment or after class
Phone: 370-4936 (Tony) / 370-4916 (Mark)
Email: vernona@camosun.ca / limacher@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. *ELD 064 Course Pack* (\$20.50)
2. *Longman Dictionary of Contemporary English (Optional)*
3. Headset with Microphone – NO USB CONNECTION
4. A three-ring binder and loose-leaf paper

No Classes

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

Learning Outcomes

ELD 064 is an integrated skills course focusing on **speaking and listening**. At the end of the 4-month course (10 hours per week + 2.5 lab hours), successful students will be able to:

Speaking

- Participate in conversations using strategies to check people's comprehension, hold the floor, continue after an interruption, and change the topic; and as listeners, actively participate using strategies to confirm your own comprehension, request repetition or clarification, keep the conversation going, give up the floor and attend to changes in topic;
- Express, respond to and recognize forms of gratitude, appreciation, complaint, disappointment, satisfaction, dissatisfaction and hope;
- Express, respond to and recognize warnings, encouragement, discouragement, recommendations, advice, and suggestions to solve problems;
- Express concern about personal issues, interpersonal relations, and intercultural conflicts. As a listener, recognize and show concern about the value of other people's personal issues, interpersonal relations, and intercultural conflicts;
- Ask for and provide detailed information related to personal needs, varied daily activities and routine job activities;
- Demonstrate a step-by-step procedure about a moderately complex but familiar technical or non-technical task;
- Give an oral presentation; and
- Leave a phone message with 2 – 4 details.

Listening

- Understand detailed information concerning services, routine job activities and daily affairs;
- Understand a set on instructions related to moderately complex technical or non-technical tasks;
- Understand, take brief notes and perform a related task (e.g., complete a chart) from information containing factual details in an extended description, report or narration; and
- Take information from a pre-recorded phone message with 5 – 7 details.

Continue to Learn How To

- Demonstrate time management and independent learning skills;
- Make use of an English-English dictionary and a reference grammar in order to select or confirm appropriate word choice and correct usage;
- Use the computer and library facilities at the college to find information and produce documents;
- Appropriate word choice and correct usage; and
- Use the computer and library facilities at the college to find information and produce documents.



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, complete assignments, and attend Open Lab.

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:

- 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 **064** 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.