



**Camosun College Course Outline Fall 2011
ELD 072 (Section - 003): Advanced English**

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D2L (Desire to Learn) site: <http://online.camosun.ca>

Course Time & Location(s):

**Monday, Tuesday & Thursday from 2:30 to 4:50 in Wilna Thomas 202
+ Wednesdays 2:30 to 3:20 in WT 202 + (Lab) in Ewing 110 – 3:30 to 4:50.**

Office & Office Hours: In Ewing 210 as follows:

Monday, Tuesday, Wednesday & Thursday - 1:30 to 2:20 p.m.

Credit Value: 3

Prerequisite: ESL 050 or assessment

Texts and Materials:

Required: ELD 072 Advanced English Coursepack – Bruce McCormack (in the bookstore)

Required: *Up at the Villa* – W. Somerset Maugham (bookstore – new & used)

Required: An English-English Dictionary

If you do not yet have one, Longman Dictionary of Contemporary English (new or used in the bookstore) is **recommended**.

(Note: If you already have another English-English dictionary, that will do.

Electronic dictionaries can be useful but a paper copy English-English dictionary is **essential** - only this can be used on writing tests.)

Recommended (for work on **grammar***): A Canadian Writer's Reference – 4th Edition – Diana Hacker

Important Note about this Course Outline:

On the following pages, the course is explained in detail. Assignments, marking, and the method of determining final grades are covered. If you do not understand any part of this outline, or if you have any questions, **please ask the instructor** for clarification. The instructor will abide by this course outline and students are expected to read and understand its contents.

Course Description & Aim of the Course

This course, designed for non-native speakers of English, focuses on reading strategies and on the writing process. It is designed to prepare the student for further academic study. This course provides instruction and practice in the fundamentals of reading comprehension and academic writing, with a strong emphasis on grammar. Good grammar is **extremely important*** for success in ELD 072.



Learning Outcomes

Express a basic ability to organize thinking through writing.

- A. Writing and Organization
 - a. Plan, write, and revise simple paragraphs and essays using accurate vocabulary.
 - b. Choose topics that go beyond personal experience and reflect general world knowledge.
 - c. Write descriptive narrative, and expository prose.
 - d. Present logical and unified thought in paragraphs and essays.
 - e. Demonstrate an ability to link ideas.
 - f. Locate, access, and select appropriate information from a variety of sources.
 - g. Acknowledge sources of information.
- B. Grammar and Mechanics
 - a. Identify and use accurate grammar and sentence structure.
 - b. Use correct spelling and punctuation.
- C. Read and Comprehend selected texts:
 - a. Find and use information and ideas from a variety of texts.
 - b. Identify the main points and supporting details in assigned texts.
 - c. Compare and contrast specific aspects of assigned texts.
 - d. Comprehend assignments and exam questions.
 - e. Prepare simple summaries and paraphrases from written sources.
 - f. Use beginning strategies to cope with the amount and variety of new vocabulary presented in college and university level courses.
- D. Understand and function within the culture of a Canadian post-secondary classroom:
 - a. Prepare and present an organized oral presentation relevant to purpose and audience using appropriate audiovisual supports.
 - b. Demonstrate respect for learner colleagues, including those from differing cultural and linguistic backgrounds.
 - c. Collaborate with others in group tasks and discussions.
 - d. Abide by the concept of academic honesty.
 - e. Perform basic word processing and formatting.

Class Structure

In ELD 072, you will participate in a variety of learning activities: classroom instruction, pair and small-group activities, discussions, audiovisual learning, individual assignments and computer lab work. The combination of individual, small group and class work is designed to help improve specific skills, while encouraging you to learn together and from each other.

In addition to doing in-class activities with the instructor, students also work independently, in small groups and on their own. Instructors regularly schedule Independent learning sessions during class hours, some of which will extend into homework assignments. **These so-called independent learning sessions, together with quizzes, practice tests and homework completed outside of class, count for 20% of the final grade in the course, so they are very important in determining your final grade.** The main purpose of 'Independent Learning' sessions is to help students develop the confidence and ability to work independently and effectively, often in response to topics not assigned in advance, as this is such a necessary skill for passing in-class writing and reading tests and succeeding in college.



Assignments: Some assignments will be done completely in class. You will also be expected to do or finish other assignments at home. It is your responsibility to complete all assignments and hand them in on time. If for some reason you are having difficulty meeting a deadline (i.e. the day and time when an assignment is due), you need to discuss this with your instructor before the deadline. Communicate with your teacher!

Homework / Independent Study: Being disciplined about doing homework is very important. A good guideline is to set aside an hour per day, on average, for your English homework. By establishing a study routine, you will become a strong independent learner.

Attendance: Regular attendance is extremely important. If you attend regularly, come prepared, make a consistent effort and always do your best, you will make progress and most likely succeed in the course. Most students do. In our department, we know from years of experience that regular attendance (at least 80% or better) is essential in order to do well in this course. If you cannot attend a class because of illness or for some other valid reason, please contact the teacher. This will ensure that there is a possibility to negotiate extensions for assignments if needed. Also, make an arrangement with another student (to be your **study buddy**) to share notes in the event that either of you is absent.

Length of Time in 072 & Completion Requirements

Because students vary widely in their abilities, it may take some students more than one term to reach the 072 level and meet the criteria for entry into ELD 092 / 094.

Students must achieve an adequate level of competency C (60%) in both reading and writing (approximately equivalent to grade 11) to complete this course successfully. This means that students must attain a C (60%) in reading, and a C (60%) in writing in order to pass ELD 072. **Additionally, if a student fails both the reading *and* the in-class writing final, he or she will need to repeat ELD 072.**

Note: Completion of both ELD 072 and ELD 074 is required in order to take ELD 092 and EDL 094 at the same time. Students who succeed in ELD 072 but not ELD 074 may only take ELD 092 until they have passed ELD 074.

Weekly Schedule (Tentative) and Important Dates

- Week 1: Introduction / Assessment / Readings & Discussions / Sentence Types
- Week 2: Sentence Types / Paragraphs / Readings & Discussions / Grammar
Mondays: Grammar Groups; Tuesdays: USSR & Reading & Summary Quiz
Wednesdays: Writing, Research & Lab; Thursdays: Vocabulary Pairs
- Week 3: **Practice Grammar Quiz**
Paragraphs / Readings / Grammar / **Grammar quiz #1** (Thurs. Sept. 22)
- Week 4: Library Orientation (Monday, Sept. 26)
Practice Reading & Summary Test (Thursday, Sept. 29)
- Week 5: First in-class **Reading & Summary Test** (Tues., Oct. 4 / Thurs. Oct. 6)
First in-class **Writing Test – Two Paragraphs** (Wednesday, Oct. 5)
Work begins on the novel *Up at the Villa*
- Week 6: Monday, October 10 – Thanksgiving Day – College is closed
Practice Grammar Quiz (Tuesday, Oct. 11)
- Week 7: **Practice Midterm Essay** (Wednesday, Oct. 19)



- Week 8: **Midterm Reading Test** (Thursday, Oct. 20)
Midterm Grammar quiz #2 (Monday, Oct. 24)
Midterm In-class Essay (Thursday, Oct. 27)
- Week 9: Monday, Tuesday & Wednesday - **Oral Summary Presentations and Group Discussions**
- Week 10: **Practice Reading & Summary Test** (Tuesday, Nov. 1)
Monday & Tuesday - **Oral Summary Presentations and Group Discussions concluded**
Second in-class **Reading & Summary Test** (Tues., Nov. 8 & Th., Nov. 10)
(Tues. Nov. 8: Last day to withdraw without a failing grade or change to audit)
- Week 11: Monday, November 14 – Independent Learning Tasks
In-class **Essay Writing Test** – (Thursday, Nov. 17)
- Week 12: **Novel quiz – ‘Up at the Villa’** (Thursday, Nov. 24)
- Week 13: **Final In-class Essay (First Draft)*** (Tuesday, Nov. 29)
Final Grammar Quiz (#3) (Thurs., Dec. 1)
- Week 14: **Reading Final** – (Wednesday, Dec. 7)
Final Summary Test – (Thursday, Dec. 8)
On much of Monday, Tuesday and part of Thursday of Week 14, students work independently on the Final Draft of their Essay (involving research)* & speak with the instructor one-on-one
Final research essays are due on the last day of class, Thursday, Dec. 8.
(With permission, an extension to Friday at 2 p.m. is possible.)

072 Tests & Assignments – Keep track of your grades by recording them below:

Writing:

| | | |
|---|---|-------------------|
| In-class – Paragraph Writing (Week 5) | / | 10 points |
| Midterm In-class Essay (Week 8) | / | 20 points |
| In-class Essay Writing Test (Week 11) | / | 10 points |
| Final In-class Essay (First Draft) (Wk 13) | / | 10 points |
| Final Research Essay – Second Draft) (Wk 14) | / | 10 points |
| Grammar Quizzes (Weeks 3 & 8) | / | 10 points |
| Final Grammar Quiz Week 13 | / | 10 points |
| Independent Learning Tasks + Quizzes & Homework | / | <u>20 points</u> |
| Total | / | <u>100 points</u> |

Reading:

| | | |
|--|---|-------------------|
| Two Reading Tests (Weeks 5 & 10) | / | 20 points |
| Two Summaries (Weeks 5 & 10) | / | 10 points |
| Midterm Reading Test (Week 7) | / | 10 points |
| Oral presentations (Weeks 9 and 10) | / | 10 points |
| Novel Quiz (Week 12) | / | 10 points |
| Final Reading Test (Week 14) | / | 20 points |
| Independent Learning Tasks + Quizzes & Homework | / | <u>20 points</u> |
| Total | / | <u>100 points</u> |



IMPORTANT INFORMATION:

- In order to pass the course, you must achieve separate overall passing grades (minimum 60%) in both **assignments done in-class**** and **work done out-of-class**. **In-class assignments include** in-class essay writing, reading comprehension / summary assignments and three grammar tests.
- **Plagiarism:** All assignments must be written entirely by you. Work that is copied from another source, done in whole or in part by another person, or fixed and edited by another person is plagiarism – theft of another person’s ideas / effort. To avoid plagiarism, don’t get a “tutor” to edit your work and don’t “borrow” material from the Internet. Be aware that your instructor will be familiar with your style and level of writing from your in-class work and knows how to use the Internet, too. **Plagiarized work will result in a zero grade for the assignment. In repeat cases, plagiarism will result in a failing grade for the course.** This policy follows the Camosun College Calendar – Student Conduct section.

Additional Notes:

1. Except in cases of verified illness or other legitimate reasons, **all assignments must be handed in on the due dates, on the day of the class in which they are due.** Late assignments may not be accepted. If you have a valid reason that makes it impossible for you to hand in an assignment on time, you must speak to the instructor **before the due date**. **All assignments must be neatly done, double-spaced, stapled, and written on one side of the paper. Take-home assignments should be typed.**

2. Students who have completed all major assignments and whose total mark for the term is between 50 - 59% will be awarded a "D" Grade (Pass). This is a passing grade; however, it is not a prerequisite for students planning on continuing into University Transfer courses or Technology / Business courses. A "C" grade is the minimum prerequisite for higher level courses.

3. In cases where the total mark is below 50%, students will receive an “F” grade. Students who drop out of the course without officially withdrawing at Registration will receive an “F” grade.

4. **Without consistent attendance, you will likely not do well in this course. For most students, at least 80% attendance is required to perform adequately. Our experience has shown us that most of our students who receive a B, B+, A -, A or A + in the course have attended all or almost all of the classes. In other words, there is direct correlation between attendance and good grades.**

The ELD Department has an **Academic Progress and Attendance Policy** designed to enhance a learner’s likelihood of success. Students should become familiar with the content of this policy. It has been printed on the last two pages of this course outline. It contains information regarding the importance of attendance.



If you are sick or have another valid reason for your absence, please telephone or email the instructor before the class or relay a message through a friend or classmate regarding your absence. This will ensure that the instructor will be prepared to discuss opportunities to make up missed work or in-class assignments. Depending on the circumstances, students may be allowed one 'grace' late assignment (1 week maximum extension). This is in keeping with the truth expressed in the superb Japanese proverb, "Even monkeys fall from trees" (i.e. even the teacher might be late sometime).

5. All assignments must be completed to fulfill the requirements of this course and receive a passing grade.

6. Students may not use recording devices in the classroom without the prior permission of the instructor. However, the instructor's permission is not required when the use of a recording device is sanctioned by the College's Resource Centre for Students with Disabilities in order to accommodate a student's disability and when the instructor has been provided with an instructor notification letter which specifies the use of a recording device. Recordings made in the classroom are for the student's personal use only, and distribution of recorded material is prohibited.

7. No electronic devices (electronic dictionaries, cell phones, etc.) can be used during tests and some in-class assignments (at the discretion of the instructor)

Important Dates:

September 6 (Tuesday) to December 8 (Thursday) – our course dates

September 20 (Tuesday) – Fee Deadline

October 10 (Monday) : Thanksgiving Day – College closed – no classes

November 8 (Tuesday): | Last day to withdraw from Fall courses without a failing grade

November 11 (Friday): Remembrance Day – College closed – no classes

Final letter grades will be posted on Camlink by Friday, December 16th.



Evaluation / Grading:

| <i>Grade</i> | <i>Percentage</i> | <i>Description</i> |
|--------------|-------------------|---|
| A+ | 90 - 100% | Superior level of achievement |
| A | 85 - 89% | |
| A- | 80 - 84% | |
| B+ | 77 - 79% | High level of achievement |
| B | 73 - 76% | |
| B- | 70 - 72% | |
| C+ | 65 - 69% | Satisfactory level of achievement |
| C | 60 - 64% | Sufficient level of achievement to proceed to the next level of study |
| D | 50 - 59% | Minimum level of achievement for which credit is granted; a course with a "D" grade cannot be used as a prerequisite. |
| F | 0-49 | Student did not complete course work required but did not formally withdraw or achieved a percentage of 49% or below. |
| I | | Work is not complete, but instructor has granted an extension. Mark will become an "F" unless the work is completed within six weeks. |

**ELD Department
Academic Progress and Attendance Requirements
Advanced and Provincial Levels¹**

Progress

In most cases, the ELD department expects students to be able to complete a level (Advanced or Provincial) in one four-month semester (hours shown are per week).

Advanced

- 072 (10 hours)
- 074 (5 hours)

Provincial

- 092 (5 hours)
- 094 (5 hours)

¹ See the Camosun College Academic Progress Policy at <http://camosun.ca/about/policies/education-academic/e-1-programming-&-instruction/e-1.1.pdf>



Students are responsible for

- attending classes regularly (see “Attendance” below)
- speaking English in class
- doing assigned homework and in-class work
- participating in class activities

Instructors are committed to providing quality education in a learning-centered manner. They will monitor course prerequisites and student progress and endeavor to place students in courses where they can succeed. When progress is unsatisfactory, appropriate interventions will occur.

Satisfactory progress requires that a student maintain a Grade Point Average of 2.0 (C) on the four most recent courses. A student whose performance is unsatisfactory will be placed on academic probation for the next session attended². A student in this situation must consult with an Academic Advisor. A student who is on academic probation and who fails to obtain a sessional GPA of at least 2.0 (C) will be required to withdraw from the School for one year. The student will be also placed on academic probation for the next session attended.

A student who is required to withdraw a second time will be refused registration for credit courses in the School of Access for two years. The student will be placed on academic probation for the next session attended. A student will be denied registration in any School of Access credit course for at least one year after twice receiving an F grade in that course. A student who is on academic probation may appeal this decision to the Dean.

Attendance

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 “F”/“IP” grade.

During the term, if a student misses one week of class(es) without official documentation, s/he will first meet 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

² Spring and Summer are considered as one session.



- 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 ELDD instructional assistant. Official documentation to justify absences (e.g. doctor's note) is expected.

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