



**School of Access  
English Language Development Department  
Advanced English  
ELD 072-001 Winter 2014  
COURSE OUTLINE**

*"The cultivation of happiness is one of the most important skills anyone can ever learn."  
... Thich Nhat Hanh*

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**Office Hours:** by appointment

**Class Schedule:** Tuesday, January 07, 2014 to Friday, April 11, 2014 (*No classes on February 13<sup>th</sup> and 14<sup>th</sup> - Reading Break*)

**Class Hours: Lecture:** Tuesday, Wednesday and Friday 8:30 to 10:50 **WT202**  
- Th 8:30AM to 8:50 AM **WT202**  
**Laboratory:** Th 9:00AM to 9:20AM **WT202**  
Th 9:30AM to 10:50AM **Ewing 110**

**Credit Value:** 3

**Pre-requisite:** ELD 062 or assessment **Pre-/Co-Requisite:** ELD 064 or assessment

**Required Texts:**

- *The READING-WRITING CONNECTION* – John Langan
- *Up at the Villa* – Somerset Maugham (for use starting in February)

**Recommended Text:**

- *Longman Dictionary of Contemporary English* (any paper English-English dictionary)
- *A Canadian Writer's Reference* – 5th Edition – Diana Hacker (for work on **grammar\***):

**Required Materials:** A three-ring binder with lined loose-leaf paper (8½" x 11") and 32 pages exercise notebook, 27.6 cm x 21.2 cm

**Important Note about this Course Outline:**

On the following pages, the course is explained in detail. Assignments, marking, and the grading criteria 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 follows the course outline and students are expected to read and understand its contents.

**Course Description:**

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. The course provides instruction and practice in the fundamentals of reading comprehension and academic writing.



## **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.

### **Independent Learning**

In addition to doing in-class activities, students also work independently, in small groups and on their own. Instructors regularly schedule Independent learning sessions during class hours and for homework assignments. **These 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.



### **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.**

### **Electronics**

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.

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

### **Calculation of Grades:**

In this course, your final grades will be based on the assignments below.

*Note:* Students must achieve an adequate level of competence (60%) in both writing and in reading separately to complete this course successfully.



**Tentative Schedule – 072 Assignments:**

**Writing:**

- In-class – Paragraph Writing (Week 4)
- Midterm In-class Paragraph/Essay (Week 8)
- In-class Essay Writing Test (Week 12)
- Final In-class Essay (First Draft) (Week 13)
- Final Research Essay – Second Draft) (Week 14)
- Outline Quiz or alternative (Week 13)
- Independent Learning Tasks + (on going)
- Quizzes & Homework

**Reading:**

- Unit Reading Tests (biweekly)
- Two Summaries (Weeks 5 & 10)
- Midterm Reading Test (Week 7)
- Oral presentations (Weeks 9 and 10)
- Novel Quiz (Week 11 – Thurs)
- Final Reading Test (Week 14 – Tue)
- Independent Learning Tasks +
- Quizzes & Homework

**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 Levels<sup>1</sup>**

### **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)

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 attended<sup>2</sup>. 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.

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



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