



ELD 052 001 Fall 2014 Course Outline

September 2 – December 12, 2014

Time: 8:30 – 10:10 (M- F)
Room: CBA 102 M, T, W and F
CBA 159 (Lab) Thursday
Instructor: Lynnea Jackson
Office: CBA 137
Office Hours: By appointment or 12:30-1:30
Phone: 370- 4971
Email: jacksonl@camosun.bc.ca

Books and Materials

1. *Active Skills 3, 3rd edition, Anderson, Thomson-Heinle, 2013*
2. *Longman Dictionary of Contemporary English (Optional)*
3. A three-ring binder and loose-leaf paper

No Classes

Thanksgiving Monday, October 13th
Remembrance Day Tuesday, November 11th

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. If you attend less than 80% of the classes, you will have trouble completing the level.
- **You must turn off your cell phone during class.**
- If you need to be 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.

- **FINAL EXAMS**

You cannot write your final exams early. Students need to remain in Victoria, attending Camosun until **December 12, 2014**. Please book your flight to leave **after** December 12th, 2014.

Classmate's Name

Phone Number

Email Address

Learning Outcomes

ELD 052 is an integrated skills course for non-native English speakers which focuses on reading, vocabulary building, more advanced grammar and development of basic paragraph skills. This course corresponds to the Canadian Language Benchmarks (reading and writing) level 5.

At the end of the 4-month course (10 hours per week + 2.5 lab hours), successful students will be able to:

Reading:

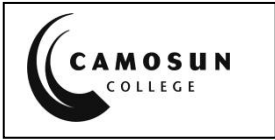
- Follow main ideas, key words and important details on a one-page text on familiar relevant topics;
- Use questions, predicting, inferring, skimming, scanning, and graphic organizers to accomplish reading for specific purposes;
- Use knowledge of context and word elements to pronounce and make sense of unfamiliar words and specialized vocabulary;
- Develop personal responses to reading materials and support responses with reasons, examples, and details;
- Locate and compare 2 or 3 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 timeline/schedule;
- Understand the meaning of specific vocabulary;
- Use a concise unilingual English 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;
- 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 request;
- 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.

Continue to Learn How To:

- Demonstrate time management and independent learning skills; and
- Make use of English-English dictionary and a reference grammar in order to select or confirm



Camosun College 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 Help Centre (CBA 160) for extra help.

ATTENDANCE:

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

If you are absent, 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 ELD 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, you MUST phone or email the instructor
BEFORE the beginning of the class.**

Makeup tests will ONLY be considered with a valid excuse and sufficient notification.

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:

- getting help from the Help 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 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 if classes are missed.

GRADING POLICY

To complete an ELD course a student must get a mark of **S** (satisfactory) on the Learning Outcomes in each skill area (reading and writing or listening and speaking). 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.
NC	The student has not met the goals, criteria, or competencies established for this course, practicum or field placement.

ACADEMIC PROGRESS POLICY

Progress

If a full-time student (10 hours Listening/Speaking + 10 hours Reading/Writing per week) does not progress in the first attempt of a level, s/he will talk with the instructor to find ways to succeed. If the full-time student does not progress in the second attempt at the same level, s/he may be put on probation for the following term.

There is an Academic Progress Policy designed to enhance a learner's likelihood of success. Students should become familiar with the content of this policy. The policy is available in each School Administration Office, Registration, and on the College web site in the Policy Section.

<http://camosun.ca/about/policies/education-academic/e-1-programming-&-instruction/e-1.1.pdf>