



## Camosun College Advanced English Course Outline: ELD 072 (Section 002) Fall 2014

### Instructor and Contact Information

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Office Hours: Tuesdays and Thursdays: 10:30 to 11:00 or by appointment.

**Course Times:** 1:30-3:50 pm on Monday and 11:00-1:30 on Tuesday, Wednesday and Thursday

**Course Location:** Monday: Ewing 112 and Tuesday, Wednesday and Thursday: Wilna Thomas 202

**Course Duration:** September 8<sup>th</sup> to December 12<sup>th</sup>

**Computer Lab:** Monday 1:30-3:50 pm

**Credit Value:** 3

**Prerequisites:** ELD 050 or ELD 062 or assessment; ELD 064 is a pre- or co-requisite

### Texts and Materials

#### Required

*Ten Steps to Advancing College Reading Skills* – by John Langan  
*Up at the Villa* – Somerset Maugham

#### Recommended

English-English paper dictionary, e.g. *Collin's Cobuild Dictionary* Grammar reference book, e.g. *Understanding and Using English Grammar*, 4th Edition (with key), Azar (Note: Electronic dictionaries are very useful but a paper copy English-English dictionary is necessary as well.)

### 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.

### Course Description

This course, which is 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, with a strong emphasis on grammar. Good grammar is extremely important for success in ELD 072.

### **Intended Learning Outcomes**

By the end of ELD 072, students will be able to do the following:

1. 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.
2. 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.
3. 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, discussion, audiovisual learning, individual assignments and tutorials and labs. The combination of individual, small group and class work is designed to help improve specific skills while, at the same time, encouraging you to learn together and from each other.

## **Independent Learning**

There will be two unsupervised hours each week when students work independently on specific group or individual assignments or activities. I will be available to assist you during these sessions, but you will be required to work independently during these times. After each of these sessions, students are responsible to hand in the work that they have completed. This is an important component of the course because it trains students in independent work, which is a necessary skill for future studies.

## **Assignments**

Some assignments will be done in class, and you will receive individual assistance from me. You will also be expected to do other assignments at home. It is your responsibility to complete assignments and hand them in on time. If for some reason, you have difficulty meeting a deadline, you must discuss this with me before the due date. Failure to do this could result in a lower grade. In extreme cases, the result will be a failing grade.

## **Academic Honesty**

All assignments must be written entirely by you. Work that is copied from another source or done whole or in part by another person is plagiarism – the theft of another person’s ideas and/or writing. **Plagiarized work will result in a zero grade for the assignment.** In extreme cases, plagiarism will result in a failing grade for the course. This policy is in accordance with the Camosun College Calendar – Student Conduct section.

## **Homework**

Homework study is very important. You should set aside a minimum of an hour per day for your English homework. By establishing a study routine, you will become an independent learner.

## **Attendance**

Attendance is very important. If you attend regularly and work consistently at your English, you will make progress. Regular attendance (at least 80%) is a requirement of this course.

### **Completion Requirements**

Students must reach an adequate level of competency (60%) in BOTH writing and reading (about grade eleven) to complete this course successfully. In other words, you must reach a passing grade (60 %) in each of the skills (reading and writing) to pass this course. **Students must receive a C (60%) in order to take ELD 092 and ELD 094**

### **Important Prerequisite Information**

ELD 072 students must also complete ELD 074 or take ELD 074 with ELD 092 in order to register for ELD 092. Students must complete ELD 074 before they can register for ELD 094.

### **Grading - Final Letter Grades**

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%	
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%	Work is incomplete

## Graded Assignments

Marks are divided equally between reading and writing. There is also a grade for the Independent Learning, Homework and Participation component of the course (20 marks). Your mark will be based on a variety of assignments given over the course of the semester.

Although there will be a variety of assignments to help you with your English, only the following assignments will be graded.

### Writing:

Grammar Quizzes	<b>(Weeks 7, 13)</b>	/	20 points
Paragraph writing	<b>(Week 4)</b>	/	10 points
In-class composition	<b>(Week 13)</b>	/	10 points
Midterm Test	<b>(Week 6)</b>	/	10 points
Final Test	<b>(Week 14)</b>	/	20 points
Research report	<b>(Week 13)</b>	/	30 points

**Total** 100 points

### Reading:

Three Reading Tests	<b>(Weeks 4, 7, 11)</b>	/	30 points
Reading Final	<b>(Week 14)</b>	/	20 points
Novel Report	<b>(Week 12)</b>	/	20 points
Paraphrasing	<b>(Week 9)</b>	/	15 points
Summary	<b>(Week 11)</b>	/	15 points

**Total** 100 points

### Independent Learning, Homework and Participation:

Grade based on Term Work	/	20 points
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### Important Notes:

- This schedule may change. If you are absent from class, it is your responsibility to check this with your study buddy to see if any dates have been changed. If you know you have to be absent on one of the test dates, you must contact the instructor in advance to reschedule. If you miss a test without notification, you must produce a note from a doctor to have the opportunity to take the test.
- Format for written assignments:
  - All final writing, whether done in or out of class, should be **double spaced**.
  - Major out of class writing assignments should be done on a computer.
  - Staple all pages before handing in assignments.
  - Make sure your name appears on every page.
  - Keep an extra copy of your work, for safety reasons.

**All the best in ELD 072! I look forward to working with you.**



## 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

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<sup>1</sup> See the Camosun College Academic Progress Policy at <http://www.camosun.bc.ca/policies/Education-Academic/E-1-Programming-&-Instruction/E-1.1.pdf>

<sup>2</sup> Spring and Summer are considered as one session.

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
- 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.