



CAMOSUN COLLEGE - COURSE OUTLINE
ELD 072 Section 002: Winter 2016

Instructor: Karyn Marczak
Office: Ewing 208
Phone: 370-3496 (24-Hour Voice Mail)
E-mail: marczak@camosun.bc.ca

Office Hours:

Credit Value: 3

Prerequisites: ELD 050, or ELD 062, or assessment
Pre/Co-Requisite: ELD 064, or assessment

In-Class Hours: 10 per week, 2 of which are for Independent Learning

Class Location and Times: .
Required Texts and Materials:

Course Pack for ELD 072: Instructor Karyn Marczak

Of Mice and Men by John Steinbeck

Recommended: A standard **English-English** collegiate dictionary (ex. *Gage Canadian*) or advanced ESL learner's dictionary (ex. *Collins-Cobuild Advanced Learners' English Dictionary*).

Additional Supplies:

Three ring binder with index tabs and lined, loose leaf paper.
Stapler

IMPORTANT NOTE ABOUT THE 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 follow 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.

Intended Learning Outcomes:

A. Writing and Organization

Upon successful completion of this course students will be able to:

- 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

Upon successful completion of this course students will be able to:

- a. Identify and use accurate grammar and sentence structure.
- b. Use correct spelling and punctuation.

C. Read and Comprehend selected texts:

Upon successful completion of this course students will be able to:

- 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:

Upon successful completion of this course students will be able to:

- 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.

This course will be challenging, but also rewarding. If you keep a positive attitude toward learning, attend regularly, and take the time to do homework and assignments, you will definitely see improvement in your reading and writing abilities. And you will probably have fun too! I look forward to working with all of you so that this is a positive learning experience.

Writing:

In this course, students will learn to express a basic ability to organize thinking through writing. Emphasis will be placed on the writing process. In your writing, you will consider purpose and audience: that is, why you are writing and for whom. You will learn how to plan, write, and revise your writing, working closely with your classmates and instructor as well as individually. You will write paragraphs and compositions that vary in length, style, and content. By the end of the course, your writing skills will have improved in the areas of content, organization, vocabulary, sentence structure and grammar, and mechanics (spelling and punctuation).

Reading:

In this class, you will get a great deal of reading practice and will develop strategies for more effective and independent reading in English. You will also take a critical approach to reading. You will learn to find, understand, and analyze main ideas and supporting details and to prepare summaries and paraphrases. You will also evaluate, examine, and question what you read. Readings include both expository (non-fiction) and literary (fiction) selections. In addition, you will learn techniques to improve your vocabulary. By the end of the course, you will be expected to read at about a Grade 10 to 11 level.

Speaking and Listening:

Although the emphasis is on writing and reading, in order to prepare you for mainstream college classrooms, you will be encouraged to work with your classmates, showing respect for fellow students and the ability to collaborate in group tasks and discussions about writing and reading materials. You will also work on taking notes. In addition, you will prepare oral presentations.

Class Structure:

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

In addition to in-class work with the instructor and homework completed outside of class, students also work independently of the instructor at times, in small groups or individually. Instructors regularly schedule Independent Learning sessions during class hours, and participation in these sessions will form part of the final grade in the course.

Assignments:

Some assignments will be done wholly or in part in class, at times with assistance from the instructor. You will also be expected to do other assignments at home. It is your responsibility to **complete all assignments** and hand them in **on time**. If for some **valid** reason you have difficulty meeting a deadline, you must discuss this with your instructor **before the due date**. Failure to do this will result in a lower grade (10% off per day). In extreme cases, the result will be a failing grade. Students unable to produce a medical certificate to explain their absence from class may be denied make-up tests or assignments.

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. **Plagiarized work will result in a zero grade for the assignment. In extreme cases, plagiarism will result in a failing grade for the course.**

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 and find it easier to keep up with class work.

Attendance: A minimum of **80% attendance** is required to follow course content, understand and prepare assignments, and benefit from the course. **If you are sick or have another valid reason for an absence, please telephone, email,** or relay a message through a friend or classmate. As a general rule, do not plan to travel during the course or before the end of the course.

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.

The ELD Department also has specific **Academic Progress and Attendance Requirements** designed to enhance a learner's likelihood of success. Students should become familiar with the content of this policy. See the attached handout.

Length of Time in 072:

Students obviously progress at different speeds, depending on how well they read and write when they enter the course, how hard they are willing or able to study, and other influences, such as how much English they speak outside of class, and length of time in Canada. Therefore, in order to reach the necessary level for success in ELD 092/094, some students may need more than one term in ELD 072.

Completion Requirements:

- Students must achieve an adequate level of competence (60%) in **EACH** of the reading and writing sections **separately** to complete this course successfully.
- Students must receive an overall C (60%) to move on to ELD 092 / 094.
- **Note:** A passing grade in **both ELD 072 and ELD 074** is required in order to register in ELD 092 and ELD 094 together. Students who pass ELD 072 but NOT ELD 074 may register in ELD 092, but must pass ELD 074 before being allowed to take ELD 094.

Graded Assignments: Marks are divided equally between reading (190 marks) and writing (190 marks). There is also a grade for the Independent Learning, Homework, and Participation component of the course (20 marks). Total graded assignments = 400 marks. This then becomes a grade out of 100.

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

Writing:

Assignment	Marks	My Grade
Short In-class Writing Assignments **	20	
Grammar Quizzes	20	
In-class composition #1 **	10	
In-class composition #2 **	20	
Midterm Test **	25	
Final Test **	30	
Research report	40	
Report on the Novel	25	
Total	190	

Reading:

Assignment	Marks	My Grade
Brief reading assignments	20	
Reading assignment #1 - in-class **	25	
Reading assignment #2 - in-class **	25	
2 summaries (15 points each)	30	
Midterm Test **	40	
Final Test **	50	
Total	190	

Independent Learning, Homework, and Participation:

Grade based on Term Work	Marks	My Grade
Total grade possible	20	

Important Notes:

- **You must achieve an overall passing grade (60%) on in-class writing assignments to pass the writing section of the course. You must achieve an overall passing grade (60%) on in-class reading assignments to pass the reading section of the course. In-class assignments are marked with double asterisks: **

- **All work must be your own. Work that is plagiarized** – copied from another source or done in whole or in part by another person – **may result in a zero for the assignment** – or for the course!
- Format for writing 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!
- 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.
- No electronic devices (electronic dictionaries, cell phones, etc.) can be used during tests and some in-class assignments (at the discretion of the instructor)

Evaluation / Grading:

Your mark will be based on a variety of assignments given over the course of the semester.

Percentage	Grade	Description	Grade Point Equivalency
90-100	A+	Superior level of achievement	9
85-89	A		8
80-84	A-		7
77-79	B+	High level of achievement	6
73-76	B		5
70-72	B-		4
65-69	C+	Satisfactory level of achievement	3
60-64	C	Sufficient level of achievement to proceed to next level of study	2
50-59	D	Minimum level of achievement for which credit is granted; course with a "D" grade cannot be used as a prerequisite	1
0-49	F	Minimum level has not been achieved	0
	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)

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

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

² Spring and Summer are considered as one session.

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.