



**ELD 044-001
Fall 2016 Course Outline
September 6 to December 16, 2016**

Time: 10:30 – 12:10
Room: CBA 142 M, W, Th, F
CBA 144 (Lab) T
Instructor: Linh Taylor
Office: CBA 129
Office Hours: after class or by appointment
Phone: 250-370-4942
Email: taylorl@camosun.bc.ca
Website (D2L): <https://online.camosun.ca>

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.
- You must not answer your cell phone, text, check your email, or play games on your phone in class.
- You must not cheat on any tests. Please read carefully *Academic Honesty Guidelines for Students in the School of Access and IECC* (D2L / ELD 044 001).
- 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.

Classmate's Name:	Phone Number	Email Address
_____	_____	_____
_____	_____	_____

Required Books and Materials

1. *Interactions 1 Listening/Speaking, 6th edition: \$80.80 (Do not buy a used book – you need the online access code card that comes with a new book)*
2. *ELD 044 Listening & Speaking Workbook Fall 2016*
3. Headset with Microphone – NO USB CONNECTION
4. A three-ring binder and loose-leaf paper

No Classes

Thanksgiving Day: Monday, October 10th
Remembrance Day: Friday, November 11th

Learning Outcomes

ELD 044 is an integrated skills course focusing on **speaking and listening**. Grading is based on competencies and not on letter grades. At the end of the 4-month course (10 hours per week), successful students will be able to:

Speaking

- Introduce two people;
- Manage short, simple, predictable phone exchanges and standard replies; and leave a simple message;
- Request, accept and reject goods, services, assistance or offers in a service or sales situation;
- Express needs, preference, (dis)satisfaction, likes and dislikes;
- Make and respond to comments;
- Participate in small groups to express necessity, worry or concern; encourage others to participate by using a range of expressions; and respond to clarification of requests;
- Give a set of sequentially-presented instructions; and
- Give a detailed account of a sequence of events in the present or the past; share a plan for the future (e.g., a planned trip); and include explanations and examples.

Listening

- Recognize and understand small talk comments;
- Listen to a brief phone message and take notes;
- Recognize expression of permission and advice;
- Recognize expression of necessity, worry, or concern; show acknowledgement of other people's needs, worries or concern; and show lack of comprehension;
- Understand a range of instructions on step-by-step procedures; and complete a related task;
- Understand the general idea and details from a brief TV/ radio news item or report; and complete a related task; and
- Understand information concerning access to public events and places (e.g., pre-recorded message); and complete a related task.

To complete 044, a student must get a mark of S (satisfactory) on the outcomes in each skill area (speaking and listening). There will also be in-class quizzes and the results will be considered in the overall assessment.



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 and
- going to the Help Centre for extra help.

ATTENDANCE

Students are expected to attend class every day.

If you are absent, please email or leave a message with your teacher.

It is each student's responsibility to attend the first class meeting of each course. If a student does not attend and does not contact the instructor 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 "NC" grade.

If you cannot come the day of a test, please phone or email the instructor
before the beginning of the class.

Makeup tests will only be considered with a valid excuse and with 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:

- counselling
- attending the Help Centre
- 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 classes 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.

In emergency circumstances, a student may write a test or final examination before or after the scheduled time if the student would otherwise be unable to complete the program or course. Exceptions due to emergency circumstances, such as unavoidable employment commitments, health problems, or unavoidable family crises, require the approval of the appropriate instructor. Holidays or scheduled flights are not considered to be emergencies. The student may be required to provide verification of the emergency circumstance.

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 ELD instructional assistant. Alternatively, official documentation is expected.

GRADING POLICY:

To complete **044** a student must get a mark of **S** (satisfactory) on the Learning Outcomes in each skill area (speaking and listening listed on Page 2 above). 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.
DST	The student has met and exceeded, above and beyond expectation, 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 student in 044 does not progress in the first attempt of a level, s/he will talk with the instructor to find ways for the student to succeed. This may include counselling, getting help from the Help Centre, or a different program or institution.

If the 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>