



ELD 064-002 2018W Course Outline

January 8 – April 19, 2018

Time: 3:00 – 5:20 (M- Th)
Room: M/ W/ Th: CBA 102
Tu: CBA 144 (Lab)
Instructor: Nick Travers
Office: CBA 141a (1st week) & CBA 130
Office Hours: M/ T/ W/ Th: 2:00 – 3:00 p.m.
Phone: 250-370-4973
Email: traversn@camosun.bc.ca

Books and Materials

1. *Listening Power 3* by T.L. Gilbert & B. Rogers
2. Headset with with audio/microphone jacks
3. A three-ring binder and loose-leaf paper

No Classes

Family Day: Monday, February 12th
Reading Week: Feb. 13th – Feb. 16th
Good Friday: Friday, March 30th
Easter Monday: Monday, April 2nd

Learning Outcomes

ELD 064 is an integrated skills course focusing on **speaking and listening**. At the end of the 4-month course (10 hours per week + 2.5 lab hours), successful students will be able to:

Listening

- Respond to moderately complex formal and informal communication of moderate length including some abstract concepts and ideas related to life experience, spoken at a slow to normal rate in moderately demanding contexts.
1. Understand common and predictable social exchanges containing openings, closings, apologies, complaints, regrets, satisfaction, dissatisfaction, hopes and wishes.
 2. Understand moderately complex communication intended to influence or persuade (advice, opinions, suggestions, encouragement and requests).
 3. Understand short group interactions and discussions on familiar topics.
 4. Understand the main ideas, supporting details, facts and opinions, and implied meanings in descriptive or narrative monologues or presentations.
 5. Understand pre-recorded phone messages

Speaking

- Orally communicate in common social situations.
 - Produce concrete and some abstract information in some detail related to familiar topics in informal to somewhat formal moderately demanding contexts.
1. Participate in routine social conversations for some everyday purposes.
 2. Open and close conversations, apologize, complain, show regret, satisfaction and dissatisfaction, and express hopes and wishes.
 3. Participate in routine phone calls (open, greet, provide information, ask for clarification or confirmation and close).
 4. Give and respond to suggestions, recommendations, advice and warnings.
 5. Ask for and give detailed information to-express a range of feelings, problems, opinions, obligation, suggestions and advice in one-on-one and in small group discussions.
 6. Give detailed presentations.



**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 for extra help.

All students are strongly encouraged to attend Help Centre workshops. These workshops are included as part of all students’ registration.

Attendance

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

If you are absent, you must 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 a Camosun International 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 a NC 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 with sufficient notification.**

During the term, if a student misses one week of class(es) without official documentation, s/he will first discuss 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 ELD Instructional Assistant. Alternatively, official documentation is expected.

GRADING POLICY:

To complete **064** a student must get a mark of **S** (satisfactory) on the Learning Outcomes in each skill area (reading, and writing listed on Page 1 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 full-time student in both 062 and 064 (20 hours + 5 hours of lab per week) 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 counseling, getting help from the learning skills centre, or a different program or institution.

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.

Students need to progress in both Speaking/Listening and Reading/Writing courses.

*Part-time students (12-15 hours per week) may require two or more semesters to complete a level.

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>