



CAMOSUN COLLEGE
Access
ELD

ELD 072 - 001
Advanced English
Summer / 2019

COURSE OUTLINE

The calendar description is available on the web @ <https://online.camosun.ca/d2l>

Ω Please note: This outline will not be kept indefinitely. It is recommended students keep this outline for their records, especially to assist in transfer credit to post-secondary institutions.

1. Instructor Information

- | | |
|------------------|--|
| (a) Instructor | Bruce McCormack |
| (b) Office hours | Monday, Tuesday, Wednesday, Thursday 11:00 – 11:30 a.m. & 2:00 – 2:30 p.m. |
| (c) Location | Ewing 210 |
| (d) Phone | 250-370-3454 Alternative: _____ |
| (e) E-mail | mccormac@camosun.bc.ca |
| (f) Website | http://online.camosun.ca/d2l |

Pre-Requisite: ELD 062 or English 11 (C) or assessment

Co-Requisite: One of ELD 064 or ELD 074

2. Intended Learning Outcomes

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.
- C. 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.
- D. 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.

3. Required Materials

- (a) ELD 072 Advanced English Coursepack – Bruce McCormack (Fisher bookstore) – Be sure to get the Coursepack with my name on it!
 - 10 Steps to Advancing College Reading Skills (6th Edition) – John Langan (online link is part of the bundle if you get a new copy)
 - *Up at the Villa* – a novel by W. Somerset Maugham (**You will be loaned this book – please be sure to return it. Thank you.**)
- (b) Recommended: A (**non-electronic**) English-English Dictionary of your choice **If you do not yet have one**, Longman Dictionary of Contemporary English (new or used in the bookstore) is **recommended**.
(Note: If you already have another English-English dictionary, that will do. Electronic dictionaries are very useful but **only a paper copy English-English dictionary can be used on some in-class writing tests.**)

4. Course Content and Schedule

Course Time & Location(s): Monday, Tuesday, Thursday 8:30 – 10:50

In Wilna Thomas (WT) 202

Wednesday 8:30 – 9:20 in WT 202 / Lab - 9:30 – 10:50 in Ewing 200

Important Note: Provided that a student earns at least 60% in class work in both reading and writing, each student who spends at least 2 hours a week in the Help Centre (between Weeks 2 and 12) will earn up to 3% extra in the course. (Honour system sign-in.)

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. The instructor will abide by this 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. This course provides instruction and practice in the fundamentals of reading comprehension and academic writing.

Class Structure

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

In addition to doing in-class activities with the instructor, students also work independently, in small groups and on their own. Instructors schedule some Independent learning sessions during class hours, some of which will extend into homework assignments. **These so-called independent learning sessions, made up of activities completed independently (i.e. without the teacher's assistance), either inside or outside of class, count for 10% of the final grade in the course, so they are important in determining your final grade.** The main purpose of 'Independent Learning' sessions is to help students develop the confidence and ability to work independently and effectively, often in response to topics not assigned in advance, as this is such a necessary skill for passing in-class writing and reading tests and succeeding in college.

Assignments

Some assignments will be done completely in class. You will also be expected to do or finish other assignments at home. It is your responsibility to complete all assignments and hand them in on time. If for some reason you are having difficulty meeting a deadline (i.e. the day and time when an assignment is due), you need to discuss this with your instructor before the deadline. Communicate with your teacher!

Homework / Independent Study

Being disciplined about doing homework is very important. A good guideline is to set aside an hour per day, on average, for your English homework. By establishing a study routine, you will become a strong independent learner. Studying in the Help Centre (Ewing 201) will be very beneficial!

Attendance: Regular attendance is extremely important.

If you attend regularly, come prepared, speak English only in class, make a consistent effort and always do your best, you will make progress and most likely succeed in the course. In our department, we know from years of experience that regular attendance is essential in order to do well in this course. In fact, our statistics show that there is a very strong correlation between regular attendance and good grades. If you cannot attend a class because of illness or for some other valid reason, please contact the teacher. This will ensure that there is a possibility to negotiate extensions for assignments if needed. Also, I encourage you to make an

arrangement with another student (to be your **study buddy**) to share notes in the event that either of you is absent.

Length of Time in ELD 072 & Completion Requirements

Because students vary widely in their abilities, it may take some students more than one term to reach the 072 level and meet the criteria for entry into ELD 092 / 094 (or ELD 103 / 104 / 105 when offered).

Students must achieve an adequate level of competency C (60%) in both reading and writing (approximately equivalent to grade 11) to complete this course successfully. This means that students must attain a C (60%) in reading, and a C (60%) in writing in order to pass ELD 072. **Additionally, if a student fails *both* the Reading Final *and* the in-class portion of the Final Research Essay, he or she may – at the discretion of the instructor - need to repeat ELD 072.**

Note: Completion of both ELD 072 and ELD 074 is required in order to take ELD 092 and EDL 094.

Weekly Schedule (Tentative) and Important Dates

- Week 1: Intro Questionnaires / Assessments / Readings & Uninterrupted Sustained Silent Reading (USSR) / Help Centre Orientation / Textbook & Coursepack
Read and Retell / Listen and Retell / Sentence Types
- Week 2: Grammar / USSR / Sentence Types / Walking Dictation
WEEKLY OPTIONAL PATTERN: Mondays: Textbook / Grammar Groups / Freewriting + Journal Work /
Tuesdays: Textbook / Walking Dictation & Read and Retell / Coursepack / Library Work **Wednesdays:**
Coursepack / LAB at 9:30 p.m. in Ewing 200: Academic Word List / Vocabulary Pairs Practice / Writing Practice
/ **Thursdays:** Reading / Discussion / Journal Work / Tests
- Week 3: **Monday, May 20 – Victoria Day – COLLEGE CLOSED**
Tuesday, May 21 - Oral Summary Presentations and Discussions
- **introduced before Library Orientation - (For Weeks 6/7 and 10/11) –**
using Camosun databases
Library Orientation - Tuesday – May 21 – Library 136 – 9:30 to 10:50 –
Focus on several Camosun databases / effective use of advanced search + using several keywords
/ samples re: number of hits with one key word / reduced number of hits with narrowed search /
library Citation guides & Ask Away / articles with listening component / library exercise sheet
Wednesday, May 22 - In-class paragraph
- Week 4: **Monday, May 27 - Guest Speaker (Anna Stein) – Topic: On Stress @ 8:40.**
Practice Summary Test – Tuesday, May 28
First Reading Test – Thursday, May 30
- Week 5: **First Grammar Quiz (including a paragraph) - Monday, June 3**
Practice Summary Test – Tuesday, June 4
First in-class Writing Test – Partial Essay- Thursday, June 6
- Week 6: **Monday, June 10 - Work begins on the novella - *Up at the Villa***
First in-class Summary – Tuesday, June 11
Oral Summary Presentations & Group Discussions: Thurs (start)
Thursday – Hand in 'Journal' (Round One – includes Dropbox)
- Week 7: **Oral Summary Presentations & Group Discussions: Mon. Tues.**
& Thursday (+ Wedn. if needed) / *Up at the Villa* continued
- Week 8: **Midterm Grammar Test & Summary Test – Monday, June 24**
Midterm Reading Test - Tuesday, June 25
Midterm In-class Essay – Thursday, June 27
Up at the Villa continued
Midterm Break – Friday / Saturday / Sunday / Monday
- Week 9: **Monday, July 1 – Canada Day – COLLEGE CLOSED**

- Tuesday, July 2 – Choosing Research Topics**
Up at the Villa continued
- Thursday, July 4:** Read / retell work on Narrative Essays
- Week 10: **Second in-class Reading Test (Mon. July 8) / Up at the Villa continued**
Oral Summary Presentations & Group Discussions – Tues. / Thurs.
Narrative Essays – Thursday, July 11 – begun in class / finished at home
- Week 11: **Oral Summary Presentations & Group Discussions Concluded**
Mon., Tues. (+ Wedn. if needed)
Third and final summary Test - Thursday, July 18
- Week 12: **In-class Essay Writing Test – Mon. July 22**
Novel quiz – ‘Up at the Villa’ - Thurs. July 25
Thursday – Hand in ‘Journal’ (Round Two)
- Week 13: **Final In-class Essay – First Draft of Research Essay - over several days M/T**
Reading Final – Thursday, August 1
- Week 14: **Monday, August 5 – B.C. Day – COLLEGE CLOSED**
Tuesday, August 6 - Final Grammar Quiz
– Independent work on Research
Wednesday Final Class (Research Project Due – class lunch & farewells!
Thursday – No formal class – last chance for late Research projects by 11 a.m.

5. Basis of Student Assessment (Weighting)

072 Tests & Assignments – Keep track of your grades by recording them:

Writing:

| | | |
|---|----------------|---------------------------|
| In-class – Writing Test (Week 5) | / | 10 points |
| Midterm In-class Essay (Week 8) | / | 15 points |
| In-class Essay Writing Test (Week 12) | / | 15 points |
| Final Research Essay – In-Class First Draft (Week 13) | / | 10 points |
| Research Essay – Final Draft – (Week 14) | / | 10 points |
| Grammar Quiz (Week 5) | / | 5 points |
| Grammar Quiz (Week 8) | / | 5 points |
| Final Grammar Quiz (Week 14) | / | 10 points |
| Participation (in English), supported by attendance & punctuality & journal | | |
| – Weeks 1 to 6 | / | 5 points |
| - Weeks 7 to 12 | / | 5 points |
| Independent Learning Tasks** | / 400 = | / <u>10 points</u> |
| ** Single Paragraph (Week 3) | / | 100 |
| ** Week 9 – Revision of Midterm Essay – | / | 100 |
| ** Week 9/10 – Narrative Essay | / | 200 |
| Total | / | 100 points |

072 Tests & Assignments – KEEP TRACK of your grades by recording them:

Reading:

| | | |
|--|---|-----------|
| Reading Test (Week 4) | / | 10 points |
| First Written Summary (Week 6) | / | 5 points |
| Midterm Reading Test (Week 8) | / | 10 points |
| Second Written Summary (Week 8) | / | 5 points |
| Reading Test (Week 10) | / | 10 points |

| | | | |
|---|------------------|---|------------------|
| In-class Summary | (Week 11) | / | 10 points |
| Novel Quiz | (Week 12) | / | 10 points |
| *Reading Final | (Week 13) | / | 20 points |
| Participation (in English), supported by attendance & punctuality & journal | | | |
| - Weeks 1 to 6 | | / | 5 points |
| - Weeks 7 to 12 | | / | 5 points |
| Independent Learning Tasks** | / 400 = | / | <u>10 points</u> |
| **Several Short Reading Quizzes | | / | 100 |
| **Oral summary presentation on an article (Weeks 6 or 7) | | / | 100 |
| **Oral summary presentation on an article (Weeks 9 or 10) | | / | 200 |
| Total | | / | 100 points |

6. Grading System

(If any changes are made to this part, then the Approved Course description must also be changed and sent through the approval process.)

(Mark with "X" in box below to show appropriate approved grading system – see last page of this template.)

Standard Grading System (GPA)

Competency Based Grading System

7. Recommended Materials to Assist Students to Succeed Throughout the Course

IMPORTANT INFORMATION:

1. Except in cases of verified illness or other legitimate reasons, **all assignments must be completed and handed in on the due dates, on the day of the class in which they are due.** Late assignments **may not be accepted** – students need to learn to be accountable. If you have a valid reason for not being able to hand in an assignment on time, you must speak to the instructor **BEFORE** the due date. **All take-home assignments must be neatly done, typed, double-spaced, stapled and with a HEADER.** Take-home assignments should be typed unless otherwise indicated by the instructor.

2. There are no make-up tests in ELD 072 except in the case of **verifiable** medical issues or other circumstances which the instructor accepts. If you are sick, please telephone or email the instructor **before the class** or relay a message through a friend or classmate regarding **your absence**. This will ensure that the instructor will be prepared to discuss opportunities to make up missed work or in-class assignments. Depending on the circumstances, students may be allowed **one** 'grace' late assignment (1 week maximum extension). This is in keeping with the truth expressed in the superb Japanese proverb, "Even monkeys fall from trees" (i.e. even the teacher might be late sometime). That said, make-up tests **will only take place at the end of the semester** for students who have – with one or two exceptions - demonstrated a

commitment to the course in terms of attendance, speaking English in class and a regular pattern of meeting deadlines.

3. Without consistent attendance, you will likely not do well in this course. Our experience has shown us that most of our students who receive a B, B+, A -, A or A + in the course have attended all or almost all of the classes. In other words, there is direct correlation (link) between attendance and good grades.

The ELD Department has an **Academic Progress and Attendance Policy** (see the link near the end of the Course Outline) designed to enhance a learner's likelihood of success. Students are encouraged to become familiar with the content of this policy.

4. Students who have completed all major assignments and whose total mark for the term is between 50 - 59% will be awarded a "D" Grade (Pass). This is a passing grade; however, it is not a prerequisite for students planning on continuing into University Transfer courses or Technology / Business courses. A "C" grade is the minimum prerequisite for higher level courses.

5. In cases where the total mark is below 50%, students will receive an "F" grade. Students who drop out of the course without officially withdrawing at Registration will receive an "F" grade.

6. ALL tests listed under 'Tests and Assignments' must be completed to fulfill the requirements of this course and receive a passing grade. Exceptions to this are at the teacher's discretion.

7. 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.

8. Electronic devices (electronic dictionaries, smart phones, etc.) **cannot** be used during tests or other in-class assignments without the permission of the instructor. **The instructor may request that all smart phones be placed at the front of the class while a test is being written as well as when it is determined that they will be a distraction.**

9. 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 / effort / writing. To avoid plagiarism, don't get a "tutor" to edit your work and don't "borrow" material from the Internet. Be aware that your instructor will be familiar with your style and level of writing from your in-class work and knows how to use the Internet, too. **A first instance of plagiarized work will result in a reduced or zero grade for the assignment. A recurrence of plagiarism will likely result in a**

failing grade for the course and a required visit to the Dean. This policy follows the Camosun College Calendar – Student Conduct section.

Important Dates: Our Course Dates: (Monday) May 6 to (Thursday) August 8

Final letter grades will be posted on Camlink by Monday, August 12th
(NOTE: Grades on D2L are **unofficial**)

8. College Supports, Services and Policies



Immediate, Urgent, or Emergency Support

If you or someone you know requires immediate, urgent, or emergency support (e.g. illness, injury, thoughts of suicide, sexual assault, etc.), **SEEK HELP**. Resource contacts @ <http://camosun.ca/about/mental-health/emergency.html> or <http://camosun.ca/services/sexual-violence/get-support.html#urgent>

College Services

Camosun offers a variety of health and academic support services, including counselling, dental, disability resource centre, help centre, learning skills, sexual violence support & education, library, and writing centre. For more information on each of these services, visit the **STUDENT SERVICES** link on the College website at <http://camosun.ca/>

College Policies

Camosun strives to provide clear, transparent, and easily accessible policies that exemplify the college's commitment to life-changing learning. It is the student's responsibility to become familiar with the content of College policies. Policies are available on the College website at <http://camosun.ca/about/policies/>. Education and academic policies include, but are not limited to, Academic Progress, Admission, Course Withdrawals, Standards for Awarding Credentials, Involuntary Health and Safety Leave of Absence, Prior Learning Assessment, Medical/Compassionate Withdrawal, Sexual Violence and Misconduct, Student Ancillary Fees, Student Appeals, Student Conduct, and Student Penalties and Fines.

A. GRADING SYSTEMS <http://www.camosun.bc.ca/policies/policies.php>

The following two grading systems are used at Camosun College:

1. Standard Grading System (GPA)

| Percentage | Grade | Description | Grade Point Equivalency |
|------------|-------|--------------------------------------|-------------------------|
| 90-100 | A+ | | 9 |
| 85-89 | A | | 8 |
| 80-84 | A- | | 7 |
| 77-79 | B+ | | 6 |
| 73-76 | B | | 5 |
| 70-72 | B- | | 4 |
| 65-69 | C+ | | 3 |
| 60-64 | C | | 2 |
| 50-59 | D | | 1 |
| 0-49 | F | Minimum level has not been achieved. | 0 |

2. Competency Based Grading System (Non GPA)

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. |

B. Temporary Grades

Temporary grades are assigned for specific circumstances and will convert to a final grade according to the grading scheme being used in the course. See Grading Policy at <http://www.camosun.bc.ca/policies/E-1.5.pdf> for information on conversion to final grades, and for additional information on student record and transcript notations.

| Temporary Grade | Description |
|-----------------|---|
| I | <i>Incomplete:</i> A temporary grade assigned when the requirements of a course have not yet been completed due to hardship or extenuating circumstances, such as illness or death in the family. |
| IP | <i>In progress:</i> A temporary grade assigned for courses that are designed to have an anticipated enrollment that extends beyond one term. No more than two IP grades will be assigned for the same course. |
| CW | <i>Compulsory Withdrawal:</i> A temporary grade assigned by a Dean when an instructor, after documenting the prescriptive strategies applied and consulting with peers, deems that a student is unsafe to self or others and must be removed from the lab, practicum, worksite, or field placement. |