



CAMOSUN COLLEGE
School of Access
English Language Development

ELD 032 Sections 1 and 2
Introduction to English Basics
Winter 2019

COURSE OUTLINE

The calendar description

is available on the web @ <http://camosun.ca/learn/calendar/current/web/eld.html#ELD032>

Please note: Keep this outline for your records.

1. Instructor Information

	Section 001	Section 002
(a) Instructor:	Ann Brix	Ria Voros
(b) Office Hours:	After class or by appointment	After class or by appointment
(c) Office:	CBA 135	CBA 141A
(d) Phone:	250-370-4943	250-370-4936
(e) E-mail:	brix@camosun.bc.ca	vorosr@camosun.bc.ca
(f) Website (D2L):	https://online.camosun.ca	https://online.camosun.ca

2. Required Books and Materials

- (a) American Headway Starter (Third Edition)
- (b) American Headway Starter Workbook (Third Edition)
- (c) Oxford Picture Dictionary (Third Canadian Edition)
- (d) A binder with loose-leaf paper
- (e) A headset with a microphone

3. Course Schedule

Day	Section 001		Section 002	
	Time	Place	Time	Place
Monday	8:30–10:20	CBA 125	10:30–12:20	CBA 159 (lab: bring headphones)
Tuesday	8:30–10:20	CBA 144 (lab: bring headphones)	10:30–12:20	CBA 145
Wednesday	8:30–10:20	CBA 116	10:30–12:20	CBA 145
Thursday	8:30–10:20	CBA 125	10:30–12:20	CBA 145
Friday	8:30–10:20	CBA 125	10:30–12:20	CBA 145

Term Dates: Monday, January 7, 2019 – Thursday, April 18, 2019

No Classes: February 18th (Family Day) and February 19th– 22nd (Reading Break)

4. Intended Learning Outcomes

ELD 032 Learning Outcomes

In this integrated skills course, non-native speakers are introduced to basic listening, speaking, reading and writing skills using limited vocabulary in familiar, non-demanding, well-supported contexts. Students can expect to progress from Canadian Language Benchmark 1 to 2. By the end of this course, students will be working at Canadian Language Benchmark 2.

<p>Listening</p> <ul style="list-style-type: none">• Respond to a very small number of common key words and simple phrases and questions in very short, slow, strongly supported communication in non-demanding contexts. <ol style="list-style-type: none">1. Understand greetings, introductions, good-byes, and courtesy phrases.2. Understand requests for repetition and clarification.3. Understand very short, simple instructions.4. Understand expressions to attract attention and ask for help.5. Understand obvious factual details in conversations and stories about highly familiar, concrete topics.	<p>Speaking</p> <ul style="list-style-type: none">• Orally communicate very basic information using a very small number of common, familiar words, phrases and sentences, usually in response to simple questions related to immediate needs in strongly supported, non-demanding contexts. <ol style="list-style-type: none">1. Use and respond to greetings, introductions, good-byes, and courtesy phrases.2. Express problems with understanding and ask for repetition and clarification.3. Give brief, simple, common instructions.4. Make and respond to simple requests (such as asking for help, or for the time, a price, or an amount).5. Give and ask for basic personal information including likes, dislikes, ability, and inability.6. Describe scenes and habits.7. Describe very basic feelings, needs, wants, and plans.
<p>Reading</p> <ul style="list-style-type: none">• Recognize letters and numbers.• Decode a small number of common words and phrases.• Interpret the meaning of a small number of words, phrases and simple sentences in very short, simple, visually-supported texts in very clear, non-demanding contexts. <ol style="list-style-type: none">1. Understand short greetings and simple goodwill messages.2. Understand very short, simple, one-step instructions.3. Get information from very short, simple formatted texts (such as forms, maps, schedules, signs, labels, or receipts).4. Understand obvious factual details in very simple, short texts about highly familiar, concrete topics.	<p>Writing</p> <ul style="list-style-type: none">• Reproduce very short pieces of information.• Write basic information using a small number of familiar words and simple phrases and sentences related to immediate needs and very familiar experiences in non-demanding contexts. <ol style="list-style-type: none">1. Write greetings or other goodwill messages in cards or very short, simple standard texts and address envelopes.2. Copy short pieces of information from simple lists, identification documents, appointment cards, dictionaries, or very short passages.3. Complete very short, simple forms with basic personal identification information.4. Write simple sentences to complete short guided texts or answer simple questions to describe personal situations.

5. Assessment

To complete ELD 032 a student must get a mark of at least 75% (or S=Satisfactory) on the learning outcomes in each skill area (listening, speaking, reading, and writing). There will also be in-class quizzes and the results will be considered in the overall assessment. At the end of the term, the student will receive a grade based on the Competency Grading System described in section 6.

6. Grading System

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	<i>The student has met the goals, criteria, or competencies established for this course, practicum or field placement.</i>
NC	<i>The student has not met the goals, criteria, or competencies established for this course, practicum or field placement.</i>

ACADEMIC PROGRESS Requirements

Progress

If a full-time student (20 hours 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 counselling, getting help from the learning skills centre, a different program or institution.

If the full-time student does not progress in the second attempt at the same level, s/he will meet with the programme chair.

7. Expectations to assist with student success

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 use the Help Centre.

Attendance

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

If you cannot come the day of a test because you are sick, you MUST phone or email the instructor (Ann or Ria) before the class starts.

Makeup tests will only be considered with a valid excuse and with sufficient notification.

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 IP grade.

During the term, if a student misses one week of class without official documentation, s/he will meet first 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 ELD instructional assistant. Alternatively, official documentation is expected.

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.