



CAMOSUN COLLEGE  
School of Access  
English Language Development, C & AP

ELD 072-003 Advanced English  
Fall 2019

---

**COURSE OUTLINE** *Please note: It is recommended students keep this outline for their records.*

<b>Instructor:</b>	Patrick Maguire
<b>Office Hours:</b>	Mon-Thurs: 10:50–11:20 & 14:00-14:30
<b>E-mail:</b>	<a href="mailto:patrick.maguire22@online.camosun.ca">patrick.maguire22@online.camosun.ca</a>
<b>Phone/Office:</b>	250-370-3384 / Ewing 222
<b>Class times:</b>	Monday to Thursday 2:30 – 4:50
<b>Classrooms:</b>	Monday: Fisher 214 (2:30-3:30) Ewing 110 (3:30-4:50) Tuesday- Thursday: Fisher 214
<b>Course duration:</b>	September 3 <sup>rd</sup> – December 5 <sup>th</sup> , 2019
<b>No class days:</b>	October 14 <sup>th</sup> , November 11 <sup>th</sup>
<b>Credit Value:</b>	5
<b>Prerequisites:</b>	ELD 062 or assessment
<b>Required Texts:</b>	<Camosun bookstore> <ul style="list-style-type: none"><li>○ <b><u>Effective Academic Writing 2</u></b>; 2<sup>nd</sup> edition (A. Savage &amp; P. Mayer)</li><li>○ <b><u>Step Up to Academic Reading</u></b>; (M. Rozenberg)</li></ul>
<b>Recommended text:</b>	English-English dictionary, e.g.. <i>Longman Dictionary of Contemporary English</i> (Note: e-devices may not be used during assessments)

**Important Note about this Course Outline**

On the following pages, the course is explained in detail: assignments, marking, and method of determining grades. If you do not understand any part of this outline, **please ask the instructor**.

## 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, with a strong emphasis on language use. Good grammar is extremely important in ELD 072.

### 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.

## Class Structure

In ELD 072, you will participate in a variety of learning activities: classroom instruction, pair and small-group activities and discussions, individual assignments, digital learning and labs. The combination of individual, small

group and class work is designed to help improve specific skills while, at the same time, encouraging you to learn cooperatively and from each other.

### **Independent Learning**

There will be two unsupervised hours each week when students work independently on specific group or individual assignments or activities. I will be available to assist you during these sessions, but you will be expected to work independently during these times. After these sessions, students are responsible to submit in the task that they have completed. This is an important component of the course because it trains students in independent work, a necessary skill for future studies.

### **Assignments**

All assignments will be explained in class, and you will receive direct support from me. You will often be expected to complete assignments at home. It is your responsibility to complete these and submit them on time. If for some reason, you have difficulty meeting a deadline, you must discuss this with instructor **before** the due date. Failure to do this could result in a zero. In extreme cases, the result could be a failing grade. Assignments must be submitted on time.

### **Academic Honesty**

All submissions must be written and edited entirely by you. Words copied from another source or writing edited by another person is considered plagiarism – the use of another person’s words, ideas and/or writing. **Plagiarized work will result in a zero grade for the assignment.** In extreme cases, plagiarism will result in a failing grade for the course. This policy is in accordance with the Camosun College Calendar – Student Conduct section.

### **Homework**

Homework is extremely important. You should set aside a minimum **of 10 hours per week** for 072 study (including grammar and vocabulary study) and homework assignments. By maintaining a daily study schedule and homework routine, you become a successful learner. Check D2L regularly for the daily and weekly homework and for upcoming course assignments.

### **Attendance**

Punctual attendance and consistent effort are vital to progress and success in this course. Daily attendance is expected. Inform the instructor *before class* by email if you have to be absent. **Students must produce a medical certificate or other valid documentation to explain their absence from class in order to qualify for make-up tests or assignments.** Make-ups are generally administered at end of term. Each student should have a **study-buddy** who will relay missed notes, handouts, assignments, and announcements. Obtaining these is the absent student’s responsibility.

### **Length of Time in 072**

Students progress at different speeds. This can depend on reading and writing abilities when entering the course, the amount of studying during the course, the use of English outside of class, and length of time in Canada. Therefore, in order to reach the level necessary for success in ELD 092/094, some students may need more than one term in ELD 072.

### **Course Completion Requirements**

A student must achieve a passing grade (60%) in both **IN-CLASS reading and writing assessments** to successfully complete this course. **In other words, you must earn 60 % in BOTH skills, based on in-class tests, to pass this course.** A C-grade (60%) is required to qualify for ELD 092 and ELD 094.

### Important Prerequisite Information

ELD 072 students must also complete ELD 074 or take ELD 074 with ELD 092 in order to register for ELD 092. Students must complete ELD 074 before they can register for ELD 094.

### Recording Devices

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.

### Grading System - Final Letter Grades

A+	=	90 - 100%	Superior level of achievement
A	=	85 - 89%	
A-	=	80 - 84%	
B+	=	77 - 79%	High level of achievement
B	=	73 - 76%	
B-	=	70 - 72%	
C+	=	65 - 69%	Satisfactory level of achievement
C	=	60 - 64%	
D	=	50 - 59%	Minimum level of achievement for which credit is granted. A course with a "D" grade cannot be used as a prerequisite.
F	=	0 - 49%	Minimum level is not achieved
I	=		Work is not complete. Mark will become an "F" unless work is completed within six weeks.

### Graded Assignments

Marks are divided equally between reading and writing assessments (90 marks each). See Course Completion Requirements for policy regarding passing grades and **in-class assessments**. There are also 20 marks for Independent Learning: D2L homework submissions, weekly vocab study and quizzes, weekly news reports. Pair and group participation is also a graded component of the course.

Although there will be a variety of assignments to help you with your English, only the following assessments listed below will receive a specified, weighted grade. Keep a record of your grades as you proceed through the course. Know how you are performing in each segment of the course. Grades will also appear on D2L.

The asterisk \* indicates that the assessment is conducted IN-CLASS and the 60% pass rule applies.

## Writing

Assessment	Marks	My Grade
Grammar & Vocab Tests (2) *	10	
Paragraph Test *	10	
Essay Test 1 (C & C) *	15	
Essay Test 2 (C & E) *	15	
Essay Test 3 (P & S) *	15	
Research Project	25	
<b>Total</b>	<b>90</b>	

## Reading

Assessment	Marks	My Grade
Mini Reading Tests* (5)	15	
Mid-Term Reading Test*	20	
Given Reading Test*	15	
Summary and paraphrase (2)*	15	
Final Reading Test*	25	
<b>Total</b>	<b>90</b>	

## Independent Learning, Homework, and Participation

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

## Submission Notes

Format for writing assignments:

- All 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.

Please feel free to ask if you have any questions. I look forward to working with you.

## **ELD Department Academic Progress and Attendance Requirements Advanced and Provincial Levels<sup>1</sup>**

### **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 endeavour 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 attended<sup>2</sup>. 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 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.

---

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

<sup>2</sup> Spring and Summer are considered as one session.

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.

## 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.