



CAMOSUN COLLEGE
School of Access
English Language Development

ELD 020-001
English Basics 2
Summer 2020

COURSE OUTLINE

The calendar description is available on the web:
<http://camosun.ca/learn/calendar/current/web/eld.html#ELD034>

Please note: Keep this outline for your records.

1. Instructor Information

(a) Instructor	Cristina Petersen
(b) Virtual Office hours	By appointment, preferably Mon-Thurs between 8:30 and 12:30
(c) Office	CBA 141A*
(d) Phone	
(e) E-mail	petersenc@camosun.bc.ca

***Notes: Physical office is not available during COVID-19. Please contact your instructor by email or phone. Please stay tuned for any updates. Please respect that this is Cristina's personal cell phone and will only be available Monday- Friday from 8:30-4:00.**

2. Required Books and Materials

- (a) Q Skills for Success Speaking and Listening Intro **ebook**
- (b) Q Skills for Success Reading and Writing Intro **ebook**
- (c) Headset with microphone

3. Course Schedule

Online course. You may work online at any time that is convenient for you. Please stay up to date on D2L for course check-ins with your instructor.

Term Dates: Monday, May 4th – August 21st 2020

No Classes: May 18th (Victoria Day), July 1st (Canada Day), August 3rd (BC Day)

4. Intended Learning Outcomes for ELD 020

In this integrated skills course, non-native speakers develop 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 2 to 3. By the end of this course, students will be working at Canadian Language Benchmark 3.

<p>Listening</p> <ul style="list-style-type: none"> • Respond to a small number of key words and simple phrases, questions and sentences in 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 short, simple, common instructions and directions. 4. Understand expressions and responses for requests. 5. Understand factual details in conversations and stories about familiar, concrete topics. 	<p>Speaking</p> <ul style="list-style-type: none"> • Orally communicate basic information using a small number of common words and simple phrases and sentences, usually in response to questions about personal needs and experiences 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 short, simple, common instructions. 4. Make and respond to simple requests. 5. Give and ask for expanded basic personal information including likes, dislikes, ability, and inability. 6. Talk about familiar situations and experiences. 7. Describe basic feelings, needs, wants, and plans.
<p>Reading</p> <ul style="list-style-type: none"> • Decode common words and phrases. • Interpret the meaning of common words, phrases and simple sentences in short, simple, visually-supported texts in very clear, non-demanding contexts. <ol style="list-style-type: none"> 1. Understand simple standard messages in short emails and cards. 2. Understand short, simple, clearly-sequenced instructions. 3. Get information from simple formatted texts (such as forms, maps, schedules, signs, labels, or receipts). 4. Get information from short, simple business or services notices (such as flyers or simple advertisements). 5. Understand the purpose and some factual details in simple, short texts about familiar, concrete topics. 	<p>Writing</p> <ul style="list-style-type: none"> • Reproduce short pieces of information. • Write basic information using an expanding range of familiar words and simple phrases and sentences related to immediate needs, common situations and very familiar experiences in non-demanding contexts. <ol style="list-style-type: none"> 1. Write an expanding range of simple standard messages in short emails and cards. 2. Copy a range of information from simple lists, schedules, advertisements, dictionaries, or short passages. 3. Complete short, simple forms with basic personal identification or familiar information. 4. Write simple sentences to complete short guided texts or answer simple questions to describe familiar situations.

5. Assessment

To complete 020, students must get a mark of S (Satisfactory) or 75% on the 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.

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 + 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 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 online classes regularly (see "Attendance" below)
- using English only online
- participating in discussions and group activities online
- doing assigned homework and class work online
- contributing to a positive learning environment online
- Asking Instructional Assistants (IA) online for extra help. All students are strongly encouraged to contact one of the IAs.

Attendance

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

If you cannot complete a test because you are sick, you MUST phone or email the instructor before the test starts.

It is each student's responsibility to attend the first online class of each course or contact their instructor if having issues with online course access. If a student does not attend the first class online and does not contact the instructor, admittance to the course may be denied.

If a student does not attend classes or contact their instructor 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:

- Obtain assistance from an Instructional Assistant (via email, phone or online support methods)
- 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.