



**CAMOSUN COLLEGE**  
**School of Access**  
**English Language Development**

**ELD 044-D02**  
**English Essentials 1 Listening and Speaking**  
**Fall 2020**

**COURSE OUTLINE**

The calendar description is available on the web @  
<http://camosun.ca/learn/calendar/current/web/eld.html#ELD044>

*Please note: Keep this outline for your records.*

**1. Instructor Information**

|                         |  |
|-------------------------|--|
| (a) <b>Instructor</b>   | Tony Vernon  |
| (b) <b>Office hours</b> | Monday to Thursday 1:00 – 2:30, Friday 10:00 – 12:00 or by appointment |
| (c) <b>Office</b>       | 316 Ewing Lansdowne Campus (but I am working remotely from home)       |
| (d) <b>Phone</b>        | (250) 370-3892   |
| (e) <b>E-mail</b>       | vernona@camosun.ca   |

**2. Required Books and Materials**

- (a) Q: Skills for Success 2, 3<sup>rd</sup> edition - Listening and Speaking | book + online practice  
 ISBN: 978-0-19-490514-5 (**\$75.15**)
- (b) Information on computers and devices for online learning:  
<http://camosun.ca/services/orientation/online-learning.html>

**3. Course Schedule**

| Day       | Time               | Place         |
|-----------|--------------------|---------------|
| Monday    | 3:00 PM – 5:20 PM* | <i>online</i> |
| Tuesday   | 3:00 PM – 5:20 PM* |               |
| Wednesday | 3:00 PM – 5:20 PM* |               |
| Thursday  | 3:00 PM – 5:20 PM* |               |
| Friday    | <i>no class</i>    |               |

\*We will meet every day as listed above on BlackBoard Collaborate. These sessions will be recorded and posted on D2L. You are required to meet online for all sessions. This will be decided and explained in the first class. We will use D2L, BlackBoard Collaborate, Microsoft Teams, and other tools to do our class work.

Term dates: September 8, 2020 to December 17, 2020

No Classes:

- Monday, October 12<sup>th</sup> (Thanksgiving Day)
- Wednesday, November 11<sup>th</sup> (Remembrance Day)

## 4. Intended Learning Outcomes

### ELD 044 Learning Outcomes

In this integrated skills course, non-native speakers are introduced to essential listening and speaking skills using an expanding range of vocabulary in mostly familiar, non-demanding, sometimes supported contexts. Students can expect to progress from Canadian Language Benchmark 4 to 5. By the end of this course, students will be working at Canadian Language Benchmark 5.

#### Listening

- Respond to simple formal and informal relatively short communication on common topics, spoken at a slow to normal rate with some support in non-demanding contexts.
  1. Understand short social exchanges containing greetings, leave-taking, introductions, casual small talk, preferences, offers, and invitations.
  2. Understand common instructions and directions.
  3. Understand short communication intended to influence or persuade (such as advice, opinions, or suggestions).
  4. Understand the main ideas, factual details, and some implied meanings in descriptive or narrative communication.
  5. Understand short phone messages.

#### Speaking

- Orally communicate information about common activities, experiences, wants and needs with some support in non-demanding contexts.
  1. Open and close conversations, introduce self and other people, and make small talk.
  2. Express problems with understanding and ask for repetition and clarification.
  3. Participate in very short, simple phone calls.
  4. Give simple instructions or directions.
  5. Make and respond to a range of requests and offers (such as assistance, permission, suggestions, or advice).
  6. Ask for and give information about needs, preferences, and feelings.
  7. Describe experiences, series of events, and plans.

## 5. Assessment

There will also be in-class quizzes and the results will be considered in the overall assessment. Assignments must be completed to the best of the student's ability and on time (unless technology errors or emergencies occur – please contact Tony **before** assignment deadline if so).

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.*

| <i>Grade</i> | <i>Description</i>   |
|--------------|--|
| 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

- completing class lessons regularly (see “Attendance” below)
- using appropriate English in class activities
- participating in discussions and group activities on D2L
- doing assigned homework and in-class work
- contributing to a positive learning environment on D2L
- contacting your instructor if you need extra help

All students are strongly encouraged to use the *help centre* online.

### **Attendance**

Even though classes are now online, students are expected to complete class lessons every day, participate in class discussions and group activities on D2L, complete assignments, and homework.

**If you cannot complete tests on the given day because you are sick, email the instructor *before the test*.**

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

It is each student’s responsibility to complete the first class meeting of each course. If a student does not complete the first class and does not contact the instructor within two working days following the first class with a satisfactory explanation, admittance to the course may be denied.

If a student does not complete class lessons 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 assignments 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.