

# COURSE SYLLABUS



COURSE TITLE: **ELD 072 Advanced English**

CLASS SECTION: D-03

TERM: Summer 2021

COURSE CREDITS: **5**

DELIVERY METHOD(S):

Camosun College campuses are located on the traditional territories of the Lək̓ʷəŋən and W̱SÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here.

Learn more about Camosun's [Territorial Acknowledgement](#).

The COVID-19 pandemic has presented many challenges, and Camosun College is committed to helping you safely complete your education. Following guidelines from the Provincial Health Officer, WorkSafe BC, and the B.C. Government to ensure the health and wellbeing of students and employees, Camosun College is providing you with every possible protection to keep you safe. Our measures include COVID Training for students and employees, health checks, infection control protocols including sanitization of spaces, PPE and ensuring physical distancing. For details on these precautions please follow this link: <http://camosun.ca/covid19/faq/covid-faqs-students.html>. However, if you're at all uncomfortable being on campus, please share your concerns with your Instructor. If needed, alternatives will be discussed.

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*Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable explanation in advance, you will be removed from the course and the space offered to the next waitlisted student.*

## INSTRUCTOR DETAILS

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NAME: Bruce McCormack

EMAIL: [mccormac@camosun.bc.ca](mailto:mccormac@camosun.bc.ca)

OFFICE: Ewing 210 (but working from home and online this semester)

HOURS: Monday & Thursday - 5 p.m. to 6 p.m. / Friday - 2 p.m. to 3 p.m. on D2L / Collaborate

*As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.*

## CALENDAR DESCRIPTION

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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.

**PREREQUISITE(S):** COM in ELD 062; C+ in English 11

**CO-REQUISITE(S):** COM in ELD 064; C in ELD 074

**EXCLUSION(S):**

## COURSE LEARNING OUTCOMES / OBJECTIVES

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Upon successful completion of this course, a student will be able to:

### 1. 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.

### 2. Grammar and Mechanics-

- a. Identify and use accurate grammar and sentence structure.
- b. Use correct spelling and punctuation.

### 3. 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.

### 4. 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.

## REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

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[Ten Steps to Advancing College Reading Skills (6<sup>th</sup> Edition) - John Langan - Townsend Press] - Bundled (Hardcopy + online access)

## COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

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The following schedule and course components are subject to change with reasonable advance notice, as deemed appropriate by the instructor.

WEEK or DATE RANGE	ACTIVITY or TOPIC	OTHER NOTES
Week 1 - May 3 to 6	Introductions / Writing & Reading Assessment	Questionnaire
Week 2 - May 10 to 13	Textbook: <u>Ten Steps</u> to Advancing College Reading Skills Unit 1 + Coursepack (CP)	Reading Test 1 - on Thursday

WEEK or DATE RANGE	ACTIVITY or TOPIC	OTHER NOTES
Week 3 - May 17 to 20	Ten Steps Unit 1 / CP - Paragraph Writing	Point-form Bio
Week 4 - May 25 to 27	Ten Steps Unit 2 / CP - Narrative Writing	May 24 - Victoria Day
Week 5 - May 31 to June 3	Ten Steps Unit 2 / CP	Writing Test - Comparison/Contrast paragraphs
Week 6 - June 7 to 10	Ten Steps Unit 3 / CP	
Week 7 - June 14 to 17	Ten Steps Unit 3 / CP	Writing Test - Comparison/Contrast essay
Week 8 - June 21 to 24	Ten Steps Unit 4 / CP	Reading Test 2 - on Thursday
Week 9 - June 28 to 30	Ten Steps Unit 4 / CP July 1 - Canada Day	Grammar Test 1 / Summary Test 1
Week 10 - July 5 to 8	Ten Steps Unit 5 / CP	Cause & Effect Essay Summary Test 2
Week 11 - July 12 to 15	Ten Steps Unit 5 / CP	Writing Test - Cause & Effect Essay Reading Test 3 - on Thursday
Week 12 - July 19 to 22	Ten Steps Unit 6 / CP	Research Essay First Draft /Grammar Test 2
Week 13 - July 26 to 29	Ten Steps Unit 6 / CP	Reading Test 4 - on Thursday
Week 14 - August 3 to 5	Research Essay Final Draft	August 2 - BC Day

Students registered with the Centre for Accessible Learning (CAL) who complete quizzes, tests, and exams with academic accommodations have booking procedures and deadlines with CAL where advanced noticed is required. Deadlines scan be reviewed on the [CAL exams page](http://camosun.ca/services/accessible-learning/exams.html). <http://camosun.ca/services/accessible-learning/exams.html>

## EVALUATION OF LEARNING

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DESCRIPTION	WEIGHTING
Reading Tests (four)	70%
Summary Tests (two)	20%
+ Small Assignments & Participation	10%
Paragraphs (Comparison/Contrast) & Narrative Essay	20%
Two Expository Essays	40%
Final Research Essay	20%
Two Grammar Tests	10%
+ Small Assignments & Participation	10%
	<b>TOTAL</b>
	100%

If you have a concern about a grade you have received for an evaluation, please come and see me as soon as possible. Refer to the [Grade Review and Appeals](http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf) policy for more information.  
<http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf>

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<https://camosun.ca/registration-records/student-records/camosun-grading-systems>



### Camosun Grading Systems | Camosun College

Camosun Grading Systems Camosun has two grading systems: the standard 9-point system for most academic, technical and career-based programs, and a competency-based system for skills-based programs.

camosun.ca

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## COURSE GUIDELINES & EXPECTATIONS

### Course Description:

This online 072 course is designed for non-native speakers of English during a time when our college campus is closed. We will meet on D2L / Collaborate. We will be following a fixed schedule, and you will be encouraged to work with other students in the same course (using online media to connect). The course focuses on developing reading and writing strategies for academic study. The course introduces strategies for developing reading skills. It also provides instruction and practice in grammar and skills that learners need in order to write accurate and fluent summaries and essays.

## Computer experience required for this course:

In this course, we make extensive use of email and D2L online tools. The following is a list of skills that you should be comfortable with to be successful in this course:

- Basic keyboard and mouse proficiency
- Word-processing (typing, cutting, copying and pasting)
- Working with files (opening, saving and “saving as”)
- E-mail (sending, receiving, replying, forwarding and attaching files)
- Internet/WWW (navigating the internet and understanding how it works)
- Using Blackboard Collaborate and other online video conferencing software to meet with your instructor

## How to Complete the Course:

To successfully complete the ELD 072 course, you must reach an adequate level of competency (60%) in BOTH writing (writing and grammar tasks) and reading (reading and summary tasks). This means you must achieve a grade of C or 60 % in each of the skills (writing and reading) to pass this course.

## Academic Honesty:

All assignments must be written entirely by you. Plagiarism, i.e. copying the work of a classmate, Internet resources or copyrighted materials, is considered dishonest use of another’s ideas. You will best learn and develop the skills you need by always avoiding plagiarism.

**Plagiarized work may 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.

## Assignments:

Most writing assignments you do at home and send to your instructor via D2L/Assignments. You must do all reading tests in a controlled online class setting. It is your responsibility to complete all assignments on time. If for some valid reason you have difficulty meeting the suggested deadlines, you must discuss this with your instructor before the due date.

## SCHOOL OR DEPARTMENTAL INFORMATION

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[INSERT TEXT HERE]

## STUDENT RESPONSIBILITY

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Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College

property, and assume responsibility for their education by researching academic requirements and policies; demonstrating courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

## SUPPORTS AND SERVICES FOR STUDENTS

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Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit <http://camosun.ca/students/>.

Support Service	Website
Academic Advising	<a href="http://camosun.ca/advising">http://camosun.ca/advising</a>
Accessible Learning	<a href="http://camosun.ca/accessible-learning">http://camosun.ca/accessible-learning</a>
Counselling	<a href="http://camosun.ca/counselling">http://camosun.ca/counselling</a>
Career Services	<a href="http://camosun.ca/coop">http://camosun.ca/coop</a>
Financial Aid and Awards	<a href="http://camosun.ca/financialaid">http://camosun.ca/financialaid</a>
Help Centres (Math/English/Science)	<a href="http://camosun.ca/help-centres">http://camosun.ca/help-centres</a>
Indigenous Student Support	<a href="http://camosun.ca/indigenous">http://camosun.ca/indigenous</a>
International Student Support	<a href="http://camosun.ca/international/">http://camosun.ca/international/</a>
Learning Skills	<a href="http://camosun.ca/learningskills">http://camosun.ca/learningskills</a>
Library	<a href="http://camosun.ca/services/library/">http://camosun.ca/services/library/</a>
Office of Student Support	<a href="http://camosun.ca/oss">http://camosun.ca/oss</a>
Ombudsperson	<a href="http://camosun.ca/ombuds">http://camosun.ca/ombuds</a>
Registration	<a href="http://camosun.ca/registration">http://camosun.ca/registration</a>
Technology Support	<a href="http://camosun.ca/its">http://camosun.ca/its</a>
Writing Centre	<a href="http://camosun.ca/writing-centre">http://camosun.ca/writing-centre</a>

If you have a mental health concern, please contact Counselling to arrange an appointment as soon as possible. Counselling sessions are available at both campuses during business hours. If you need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

## COLLEGE-WIDE POLICIES, PROCEDURES, REQUIREMENTS, AND STANDARDS

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### Academic Accommodations for Students with Disabilities

The College is committed to providing appropriate and reasonable academic accommodations to students with disabilities (i.e. physical, depression, learning, etc). If you have a disability, the [Centre for Accessible Learning](#) (CAL) can help you document your needs, and where disability-related barriers to access in your

courses exist, create an accommodation plan. By making a plan through CAL, you can ensure you have the appropriate academic accommodations you need without disclosing your diagnosis or condition to course instructors. Please visit the CAL website for contacts and to learn how to get started:

<http://camosun.ca/services/accessible-learning/>

### Academic Integrity

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.13.pdf> for policy regarding academic expectations and details for addressing and resolving matters of academic misconduct.

### Academic Progress

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.1.pdf> for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

### Course Withdrawals Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit <http://camosun.ca/learn/fees/#deadlines>.

### Grading Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf> for further details about grading.

### Grade Review and Appeals

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf> for policy relating to requests for review and appeal of grades.

### Mandatory Attendance for First Class Meeting of Each Course

Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable reason in advance, you will be removed from the course and the space offered to the next waitlisted student. For more information, please see the "Attendance" section under "Registration Policies and Procedures" (<http://camosun.ca/learn/calendar/current/procedures.html>) and the Grading Policy at <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf>.

### Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal. Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.8.pdf> to learn more about the process involved in a medical/compassionate withdrawal.

### Sexual Violence and Misconduct

Camosun is committed to creating a campus culture of safety, respect, and consent. Camosun's Office of Student Support is responsible for offering support to students impacted by sexual violence. Regardless of

when or where the sexual violence or misconduct occurred, students can access support at Camosun. The Office of Student Support will make sure students have a safe and private place to talk and will help them understand what supports are available and their options for next steps. The Office of Student Support respects a student's right to choose what is right for them. For more information see Camosun's Sexualized Violence and Misconduct Policy: <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.9.pdf> and [camosun.ca/sexual-violence](http://camosun.ca/sexual-violence). To contact the Office of Student Support: [oss@camosun.ca](mailto:oss@camosun.ca) or by phone: 250-370-3046 or 250-3703841

### Student Misconduct (Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun also expects that all students to conduct themselves in a manner that contributes to a positive, supportive, and safe learning environment. Please review Camosun College's Student Misconduct Policy at <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.5.pdf> to understand the College's expectations of academic integrity and student behavioural conduct.

**Changes to this Syllabus:** Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.