

Basic Course Information

Semester:	Spring 2015	Instructor Name:	Chase
Course Title & #:	Grammar & Composition 3	Email:	Holly.chase@imperial.edu
CRN #:	20520	Webpage (optional):	
Classroom:	402	Office #:	2604
Class Dates:	2/17/15-06/12/15	Office Hours:	
Class Days:	Tues/ Thurs	Office Phone #:	
Class Times:	6:30 P.M. – 9 P.M.	Emergency Contact:	María Sell: (760-355-6337) ormaria.sell@imperial.edu
Units:	5		

Course Description

ESL 003 is a grammar class in an English-only environment designed for the intermediate ESL student. The course will emphasize grammar, writing sentences, and short paragraphs. (Nontransferable, nondegree applicable)

Student Learning Outcomes

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

- 1. Demonstrate the ability to select the correct verb tense (simple present and present progressive) needed to complete a passage in English [ISLO1, ISLO2].*
- 2. Demonstrate an understanding of verb-gerund and verb-infinitive combinations by analyzing sentences for correct usage [ISLO1, ISLO2].*
- 3. Demonstrate the ability to choose the correct verb tense (simple past/present perfect) needed to complete a sentence in English [ISLO1, ISLO2].*
- 4. Demonstrate an understanding of modal verbs by choosing the correct modal needed to complete a sentence in English [ISLO1, ISLO2].*
- 5. Demonstrate the ability to make negative sentences in a variety of verb tenses [ISLO1, ISLO2].*

Course Objectives

Upon satisfactory completion of the course, students will be able to:

- 1. Demonstrate competency in classifying the following parts of speech: nouns, verbs, pronouns, adjectives, adverbs, articles, conjunctions, and prepositions.*
- 2. Demonstrate mastery in creating affirmative and negative statements, yes/no questions, and wh questions, and competency with the verb "be" and other verbs in the simple present; demonstrate competency to use the present progressive, the simple past, past progressive, and the four future forms to indicate planning, predicting, and scheduling; demonstrate the ability to use, recognize, and produce the present perfect and present perfect progressive.*
- 3. Demonstrate competency in using, recognizing, and producing modal verbs of ability, request, permission, advice, suggestion, preference, necessity; demonstrate ability to use, recognize, and produce modal verbs of prohibition, expectation, possibility, impossibility, and conclusion.*
- 4. Demonstrate mastery using singular and plural nouns including correct spelling and appropriate possessive forms, and with expressions of quantity for count and non-count nouns with corresponding articles.*
- 5. Demonstrate mastery in recognizing and using expressions of quantity for count and non-count nouns.*
- 6. Demonstrate mastery in using, recognizing, and producing subject and object pronouns, and possessive adjectives;*
- 7. Demonstrate mastery in recognizing and using prepositions of time and location.*
- 8. Demonstrate mastery in using, recognizing, and producing adjectives in correct word order as well as adverbs of frequency; demonstrate the competency to use, recognize and produce comparative, superlative, and equative forms.*
- 9. Demonstrate competency in using, recognizing, and producing verb + gerund combinations, verb+ infinitive combinations, and verb+ infinitive or gerund combinations; demonstrate the ability to understand infinitives of purpose and gerunds/infinitives as subjects and objects.*
- 10. Demonstrate ability in using, recognizing, and producing dependent and independent clauses in both compound and complex sentences.*
- 11. Demonstrate the ability to use, produce, and recognize level appropriate vocabulary in a variety of oral, aural, and written exercises.*
- 12. Demonstrate ability to identify sentence parts: subject, verb, and complement.*
- 13. Demonstrate competency in understanding basic subject/verb agreement.*

14. Demonstrate competency in recognizing level appropriate time expressions and the ability to write in appropriate tense according to these expressions.

15. Demonstrate the ability to recognize sentence types including simple, compound, and complex sentences; write noun, adjective, and adverb clauses in reported speech and that-clauses; write compound sentences with coordinating conjunction and semicolons, transitions, and correct punctuation.

16. Demonstrate the ability to use a variety of prewriting skills (brainstorming, outlining, and clustering) which lead to the development of ideas and topics for paragraphs; demonstrate the ability to write topic sentences with topics and controlling ideas.

17. Demonstrate the ability to write a 7-10 sentence paragraph in one or more of the above-mentioned grammatical areas with correct capitalization, commas, and ending punctuation (period, question mark, and exclamation point).

Textbooks & Other Resources or Links

Fuchs, M., M. Bonner, M. Westheimer (2012). Focus on Grammar 3 Student Book with MyEnglishLab and Workbook (4th ed). Pearson. ISBN: 9780132862301

Course Requirements and Instructional Methods

If you intend to master English, you must use it. Therefore, you should be prepared to speak and write with your classmates and teacher in English. You may be expected to speak in English in the following contexts: (1) with a partner; (2) in a small group; (3) in a formal presentation in front of the class; (4) with your teacher; (5) in telephone assignments; (6) with strangers in out-of-class assignments. You will also listen to audio clips and watch videos and will be expected to discuss and write about the content in English.

We will do a variety of activities in class. Sometimes there will be lecture and you will need to take notes (and ask questions!). Sometimes you will do individual writings and exercises, and sometimes you will do pair/group writings and exercises. You should also expect that you will take tests throughout the term.

Success:

Acquiring another language requires focused effort. Sitting in class is simply not sufficient for you to succeed. You must study, speak, read, and listen to English as much as you possibly can outside of class. College guidelines suggest that you study two hours for every hour of class. Since this is a five-hour class, this would mean that you are expected to study or participate in some other learning activity for an additional ten hours every week.

Out of Class Assignments: The Department of Education policy states that one (1) credit hour is the amount of student work that reasonably approximates not less than one hour of class time and two (2) hours of out-of-class time per week over the span of a semester. WASC has adopted a similar requirement.

Course Grading Based on Course Objectives

This course must be taken for a letter grade. You will be assigned a final grade based on your homework, quizzes, classroom performance, the mid-term exam, and the final exam. It's important, therefore, that you complete the regular assignments and do your best on quizzes and the final exam. In order to pass the course, you must pass the final exam.

Assuming you pass the final exam, the following components will contribute to your final grade in the percentage listed next to each:

Online Homework: 15%; **Writing assignments:** 15%; **Other homework and in-class activities:** 10%; **Quizzes:** 15%; **Midterm Exam:** 20%; **Final Exam:** 25%.

The grading scale is as follows: 90-100% = A; 80-89% = B; 70-79% = C; 60-69% = D; 0-59% = F.

Homework: All homework assignments must be handed in on the date they are due. If you fail to complete or turn in the homework on the date it is due, you will receive a grade of zero for that assignment. **NO LATE HOMEWORK IS ACCEPTED.. IF YOU ARE RUNNING LATE OR KNOW YOU WILL NOT BE IN CLASS THAT DAY, YOU MAY EMAIL BEFORE THE START OF CLASS.**

Quizzes: I will give you quizzes throughout the semester. No makeup quizzes will be given. If you miss a quiz, you will receive a grade of zero for that quiz. Generally, you will have one quiz per week. **THERE ARE NO MAKE UP QUIZZES... IF YOU ARE ABSENT THE DAY OF A QUIZ, YOU WILL NOT BE ALLOWED TO MAKE IT UP, SO MAKE SURE YOU ARE HERE ON QUIZ AND EXAM DAYS!**

Final Exam: There will be only one final exam, administered on the date listed in the class schedule. To pass the course, you must pass the final exam.

Attendance

Class attendance will be taken at the beginning of class meetings.

If you come late, see me to check in during the break.

If you are going to miss a class, it is your responsibility to get the assignments and turn them in on time.

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Sometimes, our work on one day depends on work done on another day. If you miss the one day, then you may find it difficult to perform the tasks on the other day. Also, we often work in groups. If you miss a class, you may disappoint your colleagues.

A student who fails to attend the first meeting of a class or does not complete the first mandatory activity of an online class will be dropped by the instructor as of the first official meeting of that class. Should readmission be desired, the student's status will be the same as that of any other student who desires to add a class. It is the student's responsibility to drop or officially withdraw from the class. See General Catalog for details. Regular attendance in all classes is expected of all students. A student whose continuous, unexcused absences exceed the number of hours the class is scheduled to meet per week may

be dropped. For online courses, students who fail to complete required activities for two consecutive weeks may be considered to have excessive absences and may be dropped.

Absences attributed to the representation of the college at officially approved events (conferences, contests, and field trips) will be counted as 'excused' absences

Classroom Etiquette

[Required Information: Describe your policies regarding classroom conduct. The below is suggested language and may be modified for your course.]

- **Electronic Devices:** Cell phones and electronic devices must be turned off and put away during class, unless otherwise directed by the instructor.
- **Food and Drink** are prohibited in all classrooms. Water bottles with lids/caps are the only exception. Additional restrictions will apply in labs. Please comply as directed by the instructor.
- **Disruptive Students:** Students who disrupt or interfere with a class may be sent out of the room and told to meet with the Campus Disciplinary Officer before returning to continue with coursework. Disciplinary procedures will be followed as outlined in the [General Catalog](#).
- **Children in the classroom:** Due to college rules and state laws, no one who is not enrolled in the class may attend, including children.

Online Netiquette

[Required Information for web-enhanced, hybrid and online courses: Describe your policies regarding netiquette. The below is suggested language and may be modified for your course.]

- What is netiquette? Netiquette is internet manners, online etiquette, and digital etiquette all rolled into one word. Basically, netiquette is a set of rules for behaving properly online.
- Students are to comply with the following rules of netiquette: (1) identify yourself, (2) include a subject line, (3) avoid sarcasm, (4) respect others' opinions and privacy, (5) acknowledge and return messages promptly, (6) copy with caution, (7) do not spam or junk mail, (8) be concise, (9) use appropriate language, (10) use appropriate emoticons (emotional icons) to help convey meaning, and (11) use appropriate intensifiers to help convey meaning [do not use ALL CAPS or multiple exclamation marks (!!!!)].

Academic Honesty

Academic honesty in the advancement of knowledge requires that all students and instructors respect the integrity of one another's work and recognize the important of acknowledging and safeguarding intellectual property.

There are many different forms of academic dishonesty. The following kinds of honesty violations and their definitions are not meant to be exhaustive. Rather, they are intended to serve as examples of unacceptable academic conduct.

- **Plagiarism** is taking and presenting as one's own the writings or ideas of others, without citing the source. You should understand the concept of plagiarism and keep it in mind when taking exams and

preparing written materials. If you do not understand how to “cite a source” correctly, you must ask for help.

- **Cheating** is defined as fraud, deceit, or dishonesty in an academic assignment, or using or attempting to use materials, or assisting others in using materials that are prohibited or inappropriate in the context of the academic assignment in question.

Anyone caught cheating or plagiarizing will receive a zero (0) on the exam or assignment, and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary action. Please refer to the [General Catalog](#) for more information on academic dishonesty or other misconduct. Acts of cheating include, but are not limited to, the following: (a) plagiarism; (b) copying or attempting to copy from others during an examination or on an assignment; (c) communicating test information with another person during an examination; (d) allowing others to do an assignment or portion of an assignment; (e) using a commercial term paper service.

Additional Student Services

Imperial Valley College offers various services in support of student success. The following are some of the services available for students. Please speak to your instructor about additional services which may be available.

- **Blackboard Support Site.** The Blackboard Support Site provides a variety of support channels available to students 24 hours per day.
- **Learning Services.** There are several learning labs on campus to assist students through the use of computers and tutors. Please consult your [Campus Map](#) for the [Math Lab](#); [Reading, Writing & Language Labs](#); and the [Study Skills Center](#).
- **Library Services.** There is more to our library than just books. You have access to tutors in the [Study Skills Center](#), study rooms for small groups, and online access to a wealth of resources.

Disabled Student Programs and Services (DSPS)

Any student with a documented disability who may need educational accommodations should notify the instructor or the [Disabled Student Programs and Services](#) (DSP&S) office as soon as possible. The DSP&S office is located in Building 2100, telephone 760-355-6313. Please contact them if you feel you need to be evaluated for educational accommodations.

Student Counseling and Health Services

Students have counseling and health services available, provided by the pre-paid Student Health Fee.

- **Student Health Center.** A Student Health Nurse is available on campus. In addition, Pioneers Memorial Healthcare District and El Centro Regional Center provide basic health services for students, such as first aid and care for minor illnesses. Contact the IVC [Student Health Center](#) at 760-355-6310 in Room 2109 for more information.
- **Mental Health Counseling Services.** Short-term individual, couples, family, and group therapy are provided to currently enrolled students. Contact the IVC [Mental Health Counseling Services](#) at 760-355-6196 in Room 2109 for more information.

Student Rights and Responsibilities

Students have the right to experience a positive learning environment and to due process of law. For more information regarding student rights and responsibilities, please refer to the IVC [General Catalog](#).

Information Literacy

Imperial Valley College is dedicated to helping students skillfully discover, evaluate, and use information from all sources. The IVC [Library Department](#) provides numerous [Information Literacy Tutorials](#) to assist students in this endeavor.

Anticipated Class Schedule/Calendar

[Required Information – Discretionary Language and Formatting: The instructor will provide a tentative, provisional overview of the readings, assignments, tests, and/or other activities for the duration of the course. A table format may be useful for this purpose.]

Date or Week	Activity, Assignment, and/or Topic	Pages/ Due Dates/Tests
Week 1 February 17- February 20	REVIEW OF GRAMMATICAL CONCEPTS AND TERMINOLOGY (Parts of speech, parts and types of sentences) 2/19 : LAB ORIENTATION	Handouts
Week 2 2/23-2/27	Present Progressive, Simple Present, Imperative Question Formation: Yes/No questions & Information questions	Text: pp 2 -15 Text: pp 56 -68
Week 3 March 2- March 6	Past Progressive, Simple Past, Used to Future, Future time clauses	Text: pp 26-45 Text: pp 74-102

Week 4 3/9 – 3/13	In-class writing assignments Review	
Week 5 3/16-3/20	Reflexive and reciprocal pronouns, Phrasal Verbs	Text: pp 376-402
Week 6 3/23-3/27	Modal Verbs and Expressions I: Ability, Permissions, Requests	Text: pp 176-213
Week 7 3/30 - 4/3	Modal Verbs & Expressions II: Advice, Suggestions More Modal Verbs & Expressions	Text: pp 214-226 Text: pp 376- 427
Week 8 April 6 – April 10	NO CLASS SPRING BREAK	
Week 9 4/13 – 4/17	MIDTERM WEEK: Review and Exam	Mid-Term 4/16

Week 10 4/20-4/24	Present Perfect Tense I	Text: pp 132 - 172
Week 11 4/27 - 5/1	Present Perfect Tense II and Writing Topic Sentence and Paragraph Unity	Text: pp 232 - 261
Week 12 May 4-May 8	Nouns: determiners and quantifiers	Text: pp 266 -318
Week 13 5/11 -5/15	Adjectives and Adverbs	Text 322 - 343
Week 14 5/18-5/22	Gerunds and Infinitives I	Text: pp 344-371
Week 15 5/25-5/29	Gerunds and Infinitives II Phrasal Verbs (again!)	
Week 16 June 1-June 5	Catch-up: Open Topics	
Week 17 6/8-6/12	FINALS WEEK: Review and Exam	Final Exam: 6/11/15

*****Tentative, subject to change without prior notice*****

**Mistakes are a sign that you are taking risks and
learning.
It's OK to make lots of them!**