

Basic Course Information

Semester:	Winter 2016	Instructor Name:	Leticia Pastrana
Course Title & #:	ESL 004: Grammar and Composition	Email:	Leticia.pastrana@Imperial.edu
CRN #:	15115	Webpage (optional):	
Classroom:	2735	Office #:	2788
Class Dates:	01-05-16 to 02-05-16	Office Hours:	
Class Days:	M, T, W, Thu, F	Office Phone #:	(760)355-6336
Class Times:	7:30-11:15	Emergency Contact:	Maria Sell- Department Secretary is an option or email me. (760) 333-6337
Units:	5		

Course Description

ESL 004 is a grammar class in an English-only environment designed for the high-intermediate ESL student. The course will emphasize grammar, writing sentences, and paragraphs. (Nontransferable, nondegree applicable)

Student Learning Outcomes

1. Correctly form and use verbs in a variety of tenses.
2. Write and/or identify a variety of sentences (simple, compound, complex, compound-complex), including questions and negatives.
3. Write a topic sentence with a topic and controlling idea.

Course Objectives

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

1. Demonstrate ability in using conditionals, both real and unreal, in the present and in the past following "if" or "when", and following "wish."
2. Demonstrate mastery in creating affirmative and negative statements, yes/no questions, and whquestions in the simple present and present progressive; demonstrate competency with the following tenses: future, simple past, past progressive, present perfect, and present perfect progressive; demonstrate ability with the following tenses: past perfect, past perfect progressive, future progressive, and future perfect in the above forms.
3. Demonstrate mastery to use, recognize, and produce modal verbs of ability, request, permission, advice, suggestion, preference, and necessity; demonstrate competency with modal verbs of prohibition, expectation, possibility, impossibility, and conclusion; demonstrate competency in using, recognizing, and producing modal verb forms for past possibility, past impossibility, belated advice, past conclusions, and past opportunity not taken.
4. Demonstrate competency with recognizing and using comparative, superlative, and equative forms.

5. Demonstrate competency in using gerunds and infinitives as subjects and objects; understanding infinitives of purpose; and using verb+ infinitive, verb+ gerund, and verb/noun/adjective+ infinitive/gerund combinations.
6. Demonstrate ability in using, recognizing, and producing the stative and causative (get/have) passive voice and with participial adjectives. Imperial Valley College Course Syllabus – ESL 04 Grammar & Composition Academic Senate (Oct/2014)
7. Demonstrate competency in identifying sentence parts (subject, verb, and complement) and parts of speech (nouns, verbs, pronouns, adjectives, adverbs, articles, conjunctions, and prepositions).
8. Demonstrate ability to understand advanced subject/verb agreement.
9. Demonstrate competency in recognizing level appropriate time expressions and writing in appropriate tense according to these expressions.
10. Demonstrate competency in recognizing and using noun, adjective, and adverb clauses in reported speech and in "that-clauses."
11. Demonstrate ability in recognizing and producing adjective clauses using relative pronouns (who, whom, which, that, whose, when, and where).
12. Demonstrate competency in recognizing various sentence types (simple, compound, and complex) and producing dependent and independent clauses; compound sentences with coordinating conjunctions and semicolons, transitions, and correct punctuation; and complex sentences with adverb clauses and correct punctuation.
13. Demonstrate ability to understand the relationships and functions of connecting devices including conjunctions and transitions.
14. Demonstrate competency in writing topic sentences with topics and controlling ideas.
15. Demonstrate competency with using a variety of prewriting skills (brainstorming, outlining, clustering) which lead to the development of ideas and topics for paragraphs.
16. Demonstrate ability in writing well-organized, coherent paragraphs (with topic, supporting and concluding sentences) of 6-12 sentences with the following organizational patterns: listing order, giving instructions, reason/example, and opinion.
17. Demonstrate the ability to use, produce, and recognize level appropriate vocabulary in a variety of oral, aural, and written exercises with focus on vocabulary used in academic content areas.

Textbooks & Other Resources or Links

Required Text: Grammar & Composition for ESL Level 4, by Amy Cooper and Samuela Didier; Student Book— ISBN-13:978-1-30-575762-2 and online workbook access code
3 ring binder-2 spiraled notebooks- index cards

Suggested Resources: Thesaurus, Dictionary

Course Requirements and Instructional Methods

1. **On-Line Work:** Much of your homework will take place online. You MUST, therefore, purchase and use the online part of this class. Please note that online access can only be used by ONE person. You cannot share or sell your code. The program that the class uses is web-based. This means that you can access it from anywhere that you can access the internet. The access code is bundled with the textbook. There will be assignments, exercises, and quizzes online.
2. **Homework/Written Assignments:** Please write your name, date, class code, and page number to identify your homework. Homework is due at the beginning of the class. I will not accept homework

that does not have the class code and page number written on it. Chatting, repeated exits from the classroom, sleeping, and doing other homework, etc. do not show good participation and are disruptive to the class.

3. **Quizzes:/Written Assignments:** You will have announced and unannounced quizzes each week. Your written assignments from the units will be in academic paragraph, letter, and web page form. For our class, an academic paragraph should be between 6-10 sentences. Your written assignments will include the Connect the Grammar to Writing section of the chapter. You will be graded on grammar, content and format.
4. **Journal Writing:** Every day in class we will spend ten minutes writing in your journal. Journals will be collected on Fridays. If you are absent, you can spend 10 minutes at home but the journal entry must be completed in the week it was assigned.
5. **Chapter Tests:** Each test will have two sections. You will be tested on the grammar structures of each chapter, and you will write a paragraph using those grammar structures. You are expected to have your books and be registered online by the 2nd week of instruction. Online work will be assigned on a weekly basis and must be completed by the time stated by your instructor. Late assignments will NOT be accepted. This means that you can't wait until the end of the term to try to complete your work. If you have questions about the information covered online, you will need to bring these questions with you to class as we will not typically go over exercises that you complete online.
6. **Final Exam:** Final exams will be given on the first class meeting during finals week, and the final will be conducted in the same classroom where the class meets during the semester.
7. **There will be no late or make up exams, homework, quizzes, etc. unless you have spoken to me before the due date or testing date.**
8. **Extra Credit:** You will have the opportunity to do extra credit 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

TASK	PERCENTAGE OF GRADE
1. Online Homework	10%
2. Homework	10%
3. Writing Assignments/ Connect the Grammar to Writing	20%
4. Journal Writing	10%
5. Chapter Tests/Quizzes	20%
6. Final Exam	30%
	100%

Attendance

- 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

The teacher expects students will...

- contribute fully in individual and group work;
- speak English only in the classroom;
- be prepared for class by completing all homework assignments;
- ask questions, ask questions, ask questions!!!!
- 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.

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

***Course Calendar

English 04

Winter 2015

<p>Week 1 JAN 5-8 T\W\TH/F</p>	<p>Syllabus, Punctuation; Writing Requirements <u>Tenses</u> Present and Past: Perfect and Perfect Progressive Lessons 1, 2, and 3 The Future: Simple and Progressive Lessons 1, 2, and 3</p>	<p>pgs. 1-31 pgs. 32-49</p>
<p>Week 2 JAN 11-15</p>	<p><u>Gerunds/Infinitives/Causatives</u> Gerunds and Infinitives Lessons 1,2, and 3 Causative Verb Patterns Lesson 1 Exam--Tenses and Gerunds/Infinitives/Causatives <u>Clauses--Relative (Adjective)</u> Relative Clauses Lessons 1, 2</p>	<p>pgs. 90-121 pgs. 122-130</p>
<p>Week 3 JAN 19-22 MONDAY IS HOLIDAY</p>	<p>Lesson 3 (When, Where) <i>will not be tested on reduced clauses</i> Exam--Relative Clauses and all previous material <u>Clauses-Adverb</u> Adverb Clauses Lesson 1 (<i>will not be tested on reduced clauses</i>) Conditionals Lessons 1, 2, and 3</p>	<p>pgs. 150-173 pgs. 174-187</p>
<p>Week 4 JAN 25-29</p>	<p>Exam--Adverb Clauses and all previous material <u>Clauses-Noun</u> Noun Clauses Lesson 1 Reported Speech Lessons 2 and 3</p>	<p>pgs. 188-200 pgs. 211-245</p>
<p>Week 5 FEB 1-5</p>	<p>Exam Noun Clauses and all previous material <u>Review for Final--Comprehensive exam</u> In class written assignment Final Exam-</p>	<p>pgs. 246-279</p>

*****Subject to Change**