

| Basic Course Information | | | |
|---------------------------------|-------------------------------|---------------------|--|
| Semester: | Fall 2016 | Instructor Name: | John Clarkson |
| Course Title & #: | Vocabulary 3 | Email: | john.clarkson@imperial.edu |
| CRN #: | 10379 | Webpage (optional): | |
| Classroom: | 3400 | Office #: | 2781.1 |
| Class Dates: | 10/24/016 - 12/07/2016 | Office Hours: | Tues. & Thur.: 7:00 a.m. – 7:30 a.m.; Mon & Wed: 11:30 a.m. – 1:00 p.m. |
| Class Days: | Monday & Wednesday | Office Phone #: | Use email, please. 760-355-6449 |
| Class Times: | 2:00 p.m. – 3:15 p.m. | Emergency Contact: | 760-355-6337 (María Sell) |
| Units: | 1 | | |

Course Description

ESL 062 provides students additional review, practice, and instruction in basic vocabulary. Topics to be covered include: shopping, community services, health, and school. Focus will be on written and communicative activities designed to increase fluency for learners at the high beginning level of English. (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. Use target vocabulary in original written sentences. (ILO 1, ILO 2)

Course Objectives

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

1. Classify vocabulary by part of speech.
2. Learn to find information in a text, using skimming and scanning strategies.
3. Recognize, respond to, and produce statements, questions and answers in original sentences with target vocabulary words both orally and in writing.

Textbooks & Other Resources or Links

None

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.

Method of Evaluation To Determine If Objectives Have Been Met By Students:

| | | |
|----------------|------------------------|------------------|
| Class Activity | Mid-Term/Final Exam(s) | Oral Assignments |
| Quizzes | Written Assignments | |

Instructional Methodology:

| | | |
|----------------|-------------------------------|------------|
| Audio Visual | Computer Assisted Instruction | Discussion |
| Group Activity | Individual Assistance | Lecture |

Two (2) hours of independent work done out of class per each hour of lecture or class work, or 3 hours lab, practicum, or the equivalent per unit is expected.

Out-of-class: Attend a local community event related to shopping, community services, health, and school. Take some photos at the event. Write a 7 to 10-sentence paragraph about it. Attach the photos you took.

Reading and Writing: Find a newspaper article on one of the following topics: shopping, community services, health, and school. Make a list of the main ideas in the article based on the title, photos, captions, and information presented in the article.

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/tests, classroom performance, your vocabulary journal, your presentations, and the final exam. It's important, therefore, that you complete the regular assignments and do your best on quizzes and the final exam.

The following components will contribute to your final grade in the percentage listed next to each:

- In-class activities: 25%
- Other homework: 25%
- Journal: 25%
- Quizzes/Test: 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.

Quizzes: I will give you quizzes throughout the course. **No makeup quizzes will be given unless you present a doctor's excuse certifying that you were incapacitated and unable to take the quiz on the appointed day.** If you miss a quiz, you will receive a grade of zero for that quiz.

Journal: You will keep a journal of vocabulary words. The journal will include definitions, etymologies, analyses of affixes and roots, drawings, examples of use of the vocabulary items, and anything else that you find useful to help you remember and actively use your English vocabulary.

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

- **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

- 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 provide basic health services for students, such as first aid and care for minor illnesses. Contact the IVC [Student Health Center](#) at 760-355-6128 in Room 1536 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 | |
|--------------|--|-------------------------|
| Week 1 | Suffixes, Roots, Suffixes, Collocations | Handouts/Notes |
| Week 2 | Dictionary Skills: Etymologies, Synonyms, Antonyms | Online/Any Dictionary |
| Week 3 | Using the Academic Word List: Sublist 1 | Online/handout |
| Week 4 | AWL Sublist 1, Continued | |
| Week 5 | Journal Presentation | Your vocabulary journal |
| Week 6 | Final Exam | |

*****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!**