

Basic Course Information

Semester:	Spring 2023	Instructor Name:	Vanessa Quezada Ayala
Course Title & #:	ESL 003	Email:	Vanessa.quezada@imperial.edu
CRN #:	20141	Webpage (optional):	Canvas
Classroom:	Zoom Room	Office #:	
Class Dates:	FEB. 13 – JUNE 9	Office Hours:	
Class Days:	Tuesday & Thursday	Office Phone #:	
Class Times:	6:30-9:00 P.M.	Emergency Contact:	Lency Lucas
Units:	5	Class Format:	Real Time Online (Zoom Sessions)

Course Description

ESL 003 is an integrated writing and grammar course designed for ESL students to develop language skills at the low intermediate level. Students will learn to write organized paragraphs on familiar topics. Course will also emphasize increasing vocabulary and grammar knowledge through reading and other activities. This course may be taken concurrently with other ESL Level 3 courses. Successful completion of this course will prepare students for ESL 004. (CEFR A2) (Nontransferable, nondegree applicable)

Course Prerequisite(s) and/or Corequisite(s)

n/a

Student Learning Outcomes

1. Write sentences in English with correct subject/verb agreement (ILO 1).
2. Correctly form and use verbs in a variety of tenses (ILO 1, ILO 2).
3. Demonstrate knowledge of, and ability to use, correct punctuation and mechanics (ILO 1, ILO2).

Course Objectives

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

1. Write and edit sentences and paragraphs on familiar topics;
2. Develop content, organization, and coherence to communicate effectively in written work;
3. Produce a series of simple phrases and sentences linked with simple connectors like “and”, “but” and “because”;
4. Describe plans and arrangements, habits and routines, past activities and personal experiences;
5. Use simple descriptive language to make statements about and compare objects and possessions, and to express likes and dislikes, and preferences;
6. Demonstrate knowledge and use of vocabulary to deal with concrete and everyday needs.

Textbooks & Other Resources or Links

Textbook: Fuchs, M. & M. Bonner. Focus on Grammar 3, with MyEnglishLab (5th edition). Pearson ISBN: 9780133854886

Course Requirements and Instructional Methods

- You are expected to attend class sessions on a regular basis and participate actively in class in various forms (spoken and written work).
- You will work individually, in pairs and with small groups.
- You will need a desktop computer or laptop with Internet access to join class sessions via Zoom. Using a smart phone or a tablet is NOT recommended as you will need to access Canvas and other websites while the class is in session. There are computer labs available on campus.
- You will need to have your textbook as well as a notebook/pen to take notes during class.
- You will need to complete assignments on MyEnglishLab. You are expected to acquire this resource. MyEnglishLab doesn't work well on small devices.

Note: Please read the section 'Policies' below to learn more about requirements.

Course Grading Based on Course Objectives

In- class Participation and Work	20%
MyEnglishLab Assignments	25%
Canvas Discussions	10%
Writing Assignments (3)	25%
Midterm & Final Exams	20%
Total	100%

Grading Scale

A 100 - 90% **B** 89 – 80% **C** 79 - 70% **D** 69 – 60% **F** 59-0%

Course Policies

Communication Policy:

- Communicate with me via **Canvas Inbox**, which is my preferred method of contact. I will get back to you within 24 hours during the weekdays and within 48 hours during the weekend.
- Refrain from sending me messages via Pronto or emails from your personal email account as I won't be checking either of them.
- This class aims to help you develop your English skills; therefore, you are expected to **communicate in English only** at all times (spoken and written communication).
- **Speak with me if you are facing a problem, remember that I'm here to help you! If you have any questions, reach out!**

Late Work Policy:

- Late assignments will be accepted but with a penalty (10% will be deducted for every day your assignment is late). **You will have up to a week to submit your late work.**
- **MyEnglishLab assignments will not be accepted late.**
- If you can't submit an assignment/take a quiz due to a tech problem, take a screenshot of the message that you get on your computer and email it to me along with a brief explanation of the problem.

Academic Honesty Policy

- 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.

Examples of Academic Dishonesty that can occur in an online environment:

- Copying from others on a quiz, test, examination, or assignment;
- Allowing someone else to copy your answers on a quiz, test, exam, or assignment;
- Having someone else take an exam or quiz for you;
- Conferring with others during a test or quiz (if the instructor didn't explicitly say it was a group project, then he/she expects you to do the work without conferring with others);
- Buying or using a term paper or research paper from an internet source or other company or taking any work of another, even with permission, and presenting the work as your own;
- Excessive revising or editing by others that substantially alters your final work;
- Sharing information that allows other students an advantage on an exam (such as telling a peer what to expect on a make-up exam or prepping a student for a test in another section of the same class);
- Taking and using the words, work, or ideas of others and presenting any of these as your own work is plagiarism. This applies to all work generated by another, whether it be oral, written, or artistic work. Plagiarism may either be deliberate or unintentional.

Dropping/Withdrawal Policy:

- 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.
- 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.

IVC Student Resources

IVC wants you to be successful in all aspects of your education. For help, resources, services, and an explanation of policies, visit <http://www.imperial.edu/studentresources> or click the heart icon in Canvas.

Anticipated Class Schedule/Calendar

WEEK/DATE	TOPIC
Week 1 2/13	Orientation Writing Assessment Sentences Types
Week 2 2/21	Parts of Speech Overview
Week 3 2/27	The Writing Process Paragraph Format Plagiarism Awareness
Week 4 3/6	Writing Assignment #1 Due Introduction to Verb Tenses Textbook: Part I Present & Past
Week 5 3/13	Textbook: Part I Present & Past, con't Editing Skills: Subject-Verb Agreement
Week 6 3/20	Textbook: Part 3 Present Perfect
Week 7 3/27	Textbook: Part 3 Present Perfect, con't Editing Skills: Punctuation
Week 8 4/3	Midterm Exam Writing Assignment #2 Due
4/10-4/16	<u>Spring Break</u>
Week 9 4/17	Midterm Feedback Textbook: Part 2 The Future
Week 10 4/24	Textbook: Part 2 The Future, con't Editing Skills: Pronoun Reference
Week 11 5/1	Textbook Part 6: Adjectives & Adverbs (Comparatives & Superlatives)



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Week 12 5/8	Textbook Part 7: Gerunds and Infinites Writing Assignment #3 Due
Week 13 5/15	Textbook Part 9: Modals
Week 14 5/22	Textbook Part 9: Modals, con't
Week 15 5/30	Review Sessions for Final
Week 16 5/5	Final Exam

*****Subject to change without prior notice*****