



IMPERIAL VALLEY COLLEGE

### Basic Course Information

Semester:	<b>Fall 2024</b>	Instructor Name:	<b>Manuel Guzmán</b>
Course Title & #:	<b>ESL 003 Grammar and Composition – Low Intermediate ESL</b>	Email:	<b>manuel.guzman@imperial.edu</b>
CRN #:	<b>10148</b>	Webpage (optional):	
Classroom:	<b>2751</b>	Office #:	<b>3900</b>
Class Dates:	<b>10/07 – 12/07/24</b>	Office Hours:	<b>Mondays- 4:30pm.– 6:00pm. (Online) Wednesdays- 4:30pm.– 6:00pm. (in person)</b>
Class Days:	<b>Mondays / Wednesdays</b>	Office Phone #:	
Class Times:	<b>6:00 pm – 8:30 pm</b>	Emergency Contact:	<b>Lency Lucas 760-355-6337</b>
Units:	<b>5</b>	Class Format/Modality:	<b>Hybrid (Face-to-Face + Online)</b>

### Course Description

Recommended Companion Courses: ESL 013 and ESL 023

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. The 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)

**PREREQUISITES:** No prerequisites

**RECOMMENDED COMPANION COURSE:** ESL 013

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

### Course Objectives

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

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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 dislikes, and preferences;
6. Demonstrate knowledge and use of vocabulary to deal with concrete and everyday needs.

## Textbooks & Other Resources or Links

Burlington- Everyday English 3

You must buy your code online in the Burlington eShop: [www.burlingtonenglish.com](http://www.burlingtonenglish.com)

**COURSE CODE:** **A225ZF**

## Course Requirements and Instructional Methods

This is a hybrid course delivered in a short-term format. You will meet two times a week face-to-face. The rest of your work will be completed online in Canvas and Burlington English.

It is VERY important for you to make sure you do your work each week! Because of the flexibility to complete your work outside of class, deadlines WILL NOT be extended.

**Burlington English.** Burlington English is the program we will be using in our class. It takes the place of a textbook. Burlington English is not optional. Purchase and use of Burlington English is required.

**Manage your time.** Do not try to complete your assignments in one day. It will be too much for you to do and too much for your brain to handle. “Online” does not mean “easy”. If you do not do your work, or you do not submit your work when it is due, you will not pass the class.

**Communicate in English in class.** This course is designed to help you improve your speaking and listening skills in English. If you do not practice using English or do not use English to communicate in class with your teacher and your classmates, your progress will be slower.

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 recorded, online 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 a 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 will also 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.'

**Instructional Methodology:** Demonstration, Discussion Group Activity, Individual Assistance Lecture, Distance Learning, Audio/Visual, Computer Assisted Instruction.

**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 a semester. WASC has adopted a similar requirement.

**Since this is an intensive course, you should expect to work at least 6-10 hours a week on Canvas and Burlington exercises.**

### Course Grading Based on Course Objectives

Burlington English (lessons and vocabulary)	30%
Communication	20%
Grammar/Writing	10%
Reading and Writing	15%
Final Assessment/Speeches/Projects	25%
<b>TOTAL</b>	<b>100%</b>

**Burlington English is 30% of your grade. If you do not finish Burlington, you will not pass the class.**

**There are the modules you are responsible for:**

Student Lesson 5: Describing Present Experiences

Student Lesson 6: Plans, Promises, Predictions

Student Lesson 7: Let's Travel

Student Lesson 8: What if?

You can do the exercises in Burlington as many times as you want. To receive full credit, you must complete and score at least 90% on each exercise, AND you must complete 100% (all) of the exercises in each of the lessons.

If you do not complete all of the exercises and you do not score at least 90% on the exercises, I will not receive full points.

## Academic Honesty (Artificial Intelligence - AI)

IVC values critical thinking and communication skills and considers academic integrity essential to learning. Using AI tools as a replacement for your thinking, writing, or quantitative reasoning goes against both our mission and academic honesty policy and will be considered academic dishonesty, or plagiarism unless you have been instructed to do so by your instructor. In case of any uncertainty regarding the ethical use of AI tools, students are encouraged to reach out to their instructors for clarification.

## Course Policies

**When do modules open and close?** You have one week to complete each module. Modules open on Sunday morning and close at 11:59 pm Saturday.

**Can I complete work when I want?** Yes, you can! However, you must complete each module by the deadline. (Saturday at 11:59 pm).

**Can I complete my work after the module closes?** NO! You must complete each module by the deadline. No late work is accepted.

**What happens if I have a problem?** If something happens, please email me as soon as possible! I will work to help you!

### Attendance:

Any student who does not complete the orientation unit or take at least one practice quiz by the end of the first day of class will be dropped. If you want to add the class, there must be space in the class. I do not drop students at any other time during the semester.

## CLASS ATTENDANCE and PARTICIPATION

Class attendance is required for this course. You will also have exercises on Canvas and in Burlington, but you must also attend class.

Regular participation is required. Participation includes:

- Posting and responding in weekly discussions;
- Completing weekly work on Canvas;
- Completing weekly work in Burlington English;
- Submitting your work on time;

If there is a problem with completing your work (such as being in the hospital or being sick), please let me know. I am willing to help you, but you need to make sure you communicate with me.

## Other Course Information

### Late Work Policy:

Any student struggling with a deadline should contact the instructor as soon as possible. With prior notice, some deadlines may be adjusted at the instructor's discretion. Without prior notice or contact, assignments may be submitted in the week following the original due date for reduced points. Quizzes and discussion assignments will not be accepted late and must be completed on or before the original due date.

## 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 (Subject to Change Without Prior Notice)**

<b>Date or Week</b>	<b>Activity, Assignment, and/or Topic</b>	<b>Due Dates/Tests</b>
Week 1 Oct 07–Oct 13	Syllabus & Introduction Burlington Lesson 5, Describing Present Experiences	Start paragraph 1
Week 2 Oct 14–Oct 20	Burlington Lesson 6, Part A: Plans, Promises, Predictions	Burlington Exercises and Vocabulary – Lesson 5
Week 3 Oct 21–Oct 27	Burlington Lesson 6, Part B: Plans, Promises, Predictions	Submit paragraph 1 Unit Test 6
Week 4 Oct 28–Nov 3	Burlington Lesson 7, Part A: Let’s Travel	Burlington Exercises and Vocabulary – Lesson 6 Start paragraph 2
Week 5 Nov 4–Nov 10	Burlington Lesson 7, Part B: Let’s Travel	Submit paragraph 2 Unit Test 7
Week 6 Nov 11–Nov 17	Burlington Lesson 8, Part A: What if? <b>NO CLASS November 11<sup>th</sup> Veterans Day</b>	Burlington Exercises and Vocabulary – Lesson 7 Start paragraph 3
Week 7 Nov 18–Nov 24	Burlington Lesson 8, Part B: What if?	Submit paragraph 3 Unit Test 8
<b>No Class 11/24-11/30 Thanksgiving Break</b>		
Week 8 Dec 1–Dec 7	Final Exam	Burlington Exercises and Vocabulary – Lesson 8 Out-of-Class Assignments