ESL 010   ESL Language Laboratory   (1 Unit)

Spring 2014 (CRN: 20718 / 20719)   Professor: J. Ponce
Dates: 01/21/14 – 05/16/14   Office #2793
M/W: 10:05-11:10   352-8320 Ext 6475
T/R: 10:15-11:20   e-mail address:
Room 2600   *josefina.ponce@imperial.edu*
Office Hours: M: 5:55-6:25 p.m. (Lang. Lab)
    T/R: 8:30-10:00 a.m.   F: 10:00-10:30 a.m.

CATALOG DESCRIPTION:

ESL 010 is a self-paced three semester course which provides individualized interactive conversational English practice with appropriate software programs in the Language Laboratory. Students practice listening comprehension, vocabulary, pronunciation, and sentence development through interactive activities appropriate to their proficiency levels. This course is recommended supplemental for all levels of ESL. (Nontransferable, non-degree applicable)

Student Learning Outcome:

Demonstrate ability to navigate appropriate computer hardware to fulfill course objectives.

Course Objectives

1. Student will improve their listening comprehension skills in English.

2. Student will improve their reading comprehension skills in English.

3. Student will improve their pronunciation in English.

4. Student will increase their vocabulary in English.

5. Student will improve their sentence development in English.

Books to be Purchased: (none)

COURSE REQUIREMENTS & INSTRUCTIONAL METHODS

Students must present his/her IVC Student ID to check in at the Language lab. They will work independently using the ***English Discoveries Program*** (according to their proficiency level in English). They will be taught to navigate appropriate computer hardware to fulfill course objectives. The instructor will monitor the students' progress throughout the semester and assist students on individual basis as needed.

COURSE GRADING BASED ON COURSE OBJECTIVES

This course is on a credit/no credit basis. It is necessary for each student to attend the required number of hours (M/W-30:20; T/R-32:30) to receive the one unit credit for the semester. Any time the student is absent, she/he must make up the time missed

within the following two weeks. Makeups must be done when there is another English 010 class in session. Each student will be allowed to make up a maximum of three class meetings (three hours five minutes) during the semester. (**NO EXCEPTIONS**) Students **may** be dropped after the third consecutive absence regardless of the total time attended up to that moment. Student ID card is required to check in at the Language Laboratory.

NOTES:

1. If you miss more than two hours and forty-five minutes during the semester, it will be considered being absent three times. (Each class session is 65 minutes.) When you leave the Language Laboratory for any reason, you have to check out and check in when you return.

2. Each student is required to bring a pencil to keep records of work completed. A notebook to keep notes is recommended, but not required.

3. Language Laboratory Rules must be followed at all times.

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. **Consider:** specifics for your class/program

- 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.

- 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

- Plagiarism is to take and present 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 correctly 'cite a source', 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, or assisting others in using materials, which are prohibited or inappropriate in the context of the academic assignment in question.

  Anyone caught cheating or 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 School 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) use of a commercial term paper service.

ADDITIONAL HELP

- Blackboard support center:
  http://bbcrm.edusupportcenter.com/ics/support/default.asp?deptID=8543

- Learning Labs: There are several 'labs' on campus to assist you through the use of computers, tutors, or a combination. Please consult your college map for the Math Lab, Reading & Writing Lab, and Learning Services (library). Please speak to the instructor about labs unique to your specific program

- Library Services: There is more to our library than just books. You have access to tutors in the learning center, study rooms for small groups, and online access to a wealth of resources.

DISABLED STUDENT PROGRAM 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 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. We now also have a fulltime mental health counselor. For information see http://www.imperial.edu/students/student-health-center/. The IVC Student Health Center is located in the Health Science building in Room 2109, telephone 760-355-6310.

STUDENT RIGHTS AND REPONSIBILITES

Students have the right to experience a positive learning environment and due process. For further information regarding student rights and responsibilities please refer to the IVC General Catalog available online at http://www.imperial.edu/index.php?option=com_docman&task=doc_download&gid=4516&Itemid=762

INFORMATION LITERACY

Imperial Valley College is dedicated to help students skillfully discover, evaluate, and use information from all sources. Students can access tutorials at http://www.imperial.edu/courses-and-programs/divisions/arts-and-letters/library-department/info-lit-tutorials/

ESL 010 – (CRN: 20718 / 20720)   TENTATIVE COURSE CALENDAR **SPRING 2014**
Professor: J. Ponce

Room: 2600

Monday/Wednesday

Each student must have his/her **Student ID Card** to check in at the front desk in the Language Laboratory before each class meeting to receive credit.

ATTENDANCE is necessary in order to complete the requirements for the course. Each student needs to attend 65 minutes assigned per class meeting to complete the **30:20** hours required for this course by **May 07, 2014**.

Students **may be dropped** after the third consecutive absence, regardless of the time completed.

Students **must make up** any class time missed **within the next two weeks** of his/her absence. This must be done at a time another English 010 is in session. Only **3 makeups** (3:15) are permitted during the semester.

Class Calendar

DATE		TIME		DATE		TIME	
Jan.	22	1:05		March	17	16:15	
	27	2:10			19	17:20	
	29	3:15			24	18:25	
Feb.	03	4:20			26	19:30	
	05	5:25			31	20:35	
	10	6:30		April	02	21:40	
	12	7:35			07	22:45	
	17	Holiday			09	23:50	
	19	8:40			14	24:55	
	24	9:45			16	26:00	
	26	10:50			28	27:05	
March	03	11:55			30	28:10	
	05	13:00		May	05	29:15	
	10	14:05			**07**	**30:20**	
	12	15:10					

MAKEUPS	**Date:** _____ **Time:** _____ **Initials:** _____ (Instructor's)	**Date:** _____ **Time:** _____ **Initials:** _____ (Instructor's)	**Date:** _____ **Time:** _____ **Initials:** _____ (Instructor's)

* Check ESL 010 Class Schedule for makeups.