

Basic Course Information

Semester	Fall 2014	Instructor Name	Manuel Guzmán
Course Title & #	ESL 032, Verb Review 2	Email	manuel.guzman@imperial.edu
CRN #	10199	Units	1
Class Dates	10/28 – 12/11/2014	Class Days	Tuesday / Thursday
Class Times	01:30 PM - 02:45 PM	Room	201

Course Description

This course is designed to review and reinforce proper use of the simple present, present progressive, simple past, and past progressive verb tenses. It is a recommended supplement for students in Low Intermediate and Intermediate ESL courses. (Nontransferable, nondegree applicable)

Student Learning Outcomes

1. Demonstrate an understanding of the uses of the simple present and present progressive by using the correct tense to complete a passage in English (ISLO1).

Course Objectives

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

1. Demonstrate competency in understanding and using the simple present and the simple past and the ability to create sentences using the correct tense in both oral and written forms;
2. Demonstrate competency in understanding and using the present progressive and past progressive and the ability to create sentences using the correct tense in both oral and written forms.

Textbooks & Other Resources or Links

1. Required Text: *Grammar Connection 1* by O’Sullivan.
2. Suggested Resource: Dictionary

Course Requirements and Instructional Methods

Audio Visual, Computer Assisted Instruction, Discussion, Group Activity, Individual Assistance and Lecture.

1. Surveys that show development and correct use of the simple present, the present progressive, the simple past, and the past progressive tenses. 2. Written paragraphs in which development and correct use of the simple present, the present progressive, the simple past, and the past progressive tenses are demonstrated. 3. Handouts with incomplete sentences in which knowledge of the differences between the simple present, the present progressive, the simple past, and the past progressive tenses is demonstrated.

Reading and Writing:

1. Written paragraphs describing pictures, movies, or personal experiences in which development and correct use of the simple present, the present progressive, the simple past, and the past progressive tenses are demonstrated.

2. Analyses of sentences that contain the simple present, the present progressive, the simple past, and the past progressive tenses.

3. Participation in class discussions followed by written reports about personal experiences, pictures, or movies; development and correct use of the simple present, the present progressive, the simple past, and the past progressive tenses are demonstrated.

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

Participation	10%	Homework	15%	Midterm	25%
Quizzes	25%	Final Exam	25%		
90%+ = A	80-89% = B	70-79% = C	60-69% = D	59% or below = F	

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 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 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) using a commercial term paper service.

Additional Help – Discretionary Section and Language

- 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 Study Skills Center (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 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, 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 Responsibilities

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 helping 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/>

Anticipated Class Schedule / Calendar

COURSE CALENDAR **

ESL 032

Fall 2014

Date	In Class	Homework
10/28	Introduction, Syllabus,	Review Buy required texts and materials.
10/30	Lesson 8	Exercise E or F (record & email)
11/4	Lesson 9	Exercise E or F (record & email) Quiz 1
11/6	Lesson 11	Exercise E or F (record & email) Quiz 2
11/11	No Class Veterans Day	
11/13	Lesson 12	Exercise E or F (record & email) Quiz 3
11/18	Midterm	
11/20	Lesson 16	Exercise E or F (record & email)
11/25, 27	No Class Thanksgiving Holiday	
12/2	Lesson 18	Exercise E or F (record & email) Quiz 4
12/4	Lesson 20	Exercise E or F (record & email) Quiz 5
12/9	Lesson on Past Progressive	Assigned exercise (record & email) Quiz 6
12/11	Final Exam	

**Subject to Change