

## ESL 041

## Conversation 1

(1 unit)

FALL 2014 (CRN: 10202)

Dates: 08/18/14-09/29/14

M/W – 1:30-2:45 p.m.

Room: 213

**Office Hours:** M: 4:40-5:10 p.m. (Lang. Lab)

TR: 8:30-10:00 a.m. F: 10:00-10:30 a.m.

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### CATALOG DESCRIPTION

ESL 042 is a short-term intensive course designed for the students to participate in a variety of authentic exchanges and workplace environments. Topics include opening, maintaining, and closing a conversation, describing things, places, and people. (Nontransferable, nondegree applicable)

### Student Learning Outcome:

1. Students will be able to verify information in a conversation. (SLO 1)

### COURSE OBJECTIVES

Student will be able to:

1. Demonstrate competency in opening, maintaining, and closing a conversation.
2. Demonstrate competency in asking for repetition, clarification, and explanation or expansion.
3. Demonstrate competency in checking communication partner's comprehension, expressing partial or total incomprehension, and interrupting or getting someone's attention.
4. Demonstrate competency in describing things, places, and people, and instructing people how to do things.

### BOOKS TO BE PURCHASED

1. Carver, T./Fotinos-Riggs, S., A Conversation Book 1, 4<sup>th</sup> Edition, Pearson, 2006. (ISBN: 78-0-13-19874-0)
2. A good dictionary (recommended)

### COURSE REQUIREMENTS & INSTRUCTIONAL METHODS

Lectures based on each lesson. Students will engage in activities related to the lessons – whole group activities, pair work, and individual work.

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 (Western Association of Schools and Colleges) has adopted a similar requirement.

**COURSE GRADING BASED ON COURSE OBJECTIVES**

It is estimated that each student should invest 10 hours (or more) a week on class preparation, reading, writing assignments, including online workbook assignments which must be completed simultaneously with the units covered in class.

1. Attendance & Participation	10 points
3. Assignments (Incl. online assignments)	15 points
4. Progress Tests	35 points
5. Final Exam	<u>40 points</u>
	Total 100 points

90-100 points = A	80-89 points = B	70-79 points = C
60-69 points = D	0-59 points = F	

**NOTES:**

- NO makeup tests** will be given. You will automatically receive “**F’s**” for missed exams. If you are **absent the day of the final**, you will not be allowed to take it later. You must make previous arrangements if you need to take it at an earlier date.
- If you leave class earlier, it would be counted as an absence.
- No late assignments** will be accepted without previous arrangements.

**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 REponsibilities**

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](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/>

TENTATIVE COURSE CALENDAR

ESL 041

- Week 1 Introduction to class materials, expectations, and procedures  
**UNIT 1** - Lessons 1 & 3: Welcome to Class! / Feelings  
Preview / Conversation Tips / Conversations / Vocabulary
- Week 2 **UNIT 1** - Lessons 4, 5, 6: Clothes and Colors / In Your Classroom / Taking a Break  
Conversations / Vocabulary / Listening Practice / Review / Assessment
- Week 3 **UNIT 2** - Lessons 1, 2, 3, 4, 5,6 : Your Family / Time / Morning Routines / Housework  
/ Everyday Life / Telephone Calls  
Preview / Conversation Tips / Conversations / Vocabulary / Listening Practice /  
Review / Assessment
- Week 4 **Unit 3**: Lessons 1, 2, 3, 4, 5, 6: Your Home / The Kitchen / The Dining Area & Living  
Room / Neat & Messy Rooms / The Bathroom / Problems at Home  
Preview / Conversation Tips / Conversations / Vocabulary / Listening Practice /  
Review / Assessment
- Week 5 **Unit 5**: Lessons 1, 2, 3: Neighborhood & Neighbors / Around Town / The Post Office  
Preview / Conversation Tips / Conversations / Vocabulary
- Week 6 **Unit 5**: Lessons 4, 5, 6: The Bank / Help! Fire! / Help! Police!  
Conversations / Vocabulary / Listening Practice, Review, and Assessment
- Week 7 Test # 4 (unit 5)  
IVC Student Evaluations  
Final Exam