

Basic Course Information

Semester:	Fall 2016	Instructor Name:	J. Adriana Torres
Course Title & #:	Grammar and Composition ESL 004	Email:	adriana.torres@imperial.edu
CRN #:	10316	Webpage (optional):	-
Classroom:	304A	Office #:	809
Class Dates:	8/15-12/9/2016	Office Hours:	Thursday 8:30-10:00 AM
Class Days:	Tuesday & Thursday	Office Phone #:	(760) 592-5818
Class Times:	10:15 AM-12:45 PM	Emergency Contact:	(760) 355-6337 Maria Sell
Units:	5		

Course Description

*ESL 004 is a grammar class in an English-only environment designed for the high-intermediate ESL student. The course will cover grammar, writing sentences and paragraphs.
Nontransferable, non-degree applicable*

Student Learning Outcomes

- *Correctly form and use verbs in a variety of tenses (ILO 1, ILO 2)*
- *Write and/or identify a variety of sentences (simple, compound, complex, compound-complex) questions and negatives (ILO1, ILO2)*
- *Write a topic sentence with a topic and controlling idea (ILO 1)*

Course Objectives

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

- *Demonstrate ability in using conditionals, both real and unreal, in the present and in the past following “if” or “when,” and following “wish.”*
- *Demonstrate competency in creating affirmative and negative statements, yes/no questions, and wh-questions in the simple present and present progressive; demonstrate competency with the following tense: future, simple past, past progressive, present perfect, and present perfect progressive; demonstrate ability with the following tenses: past perfect, past perfect progressive, future progressive, and future perfect in the above forms.*
- *Demonstrate mastery to use, recognize, and produce modal verbs of ability, request permission, advice, suggestion, preference, and necessity; demonstrate competency with modal verbs of prohibition, expectation, possibility, impossibility, and conclusion; demonstrate competency in using, recognizing, and producing modal verb forms for past possibility, past impossibility, belated advice, past conclusions, and past opportunity not taken.*

- *Demonstrate competency with recognizing and using comparative, superlative, and equative forms.*
- *Demonstrate competency in using gerunds and infinitives as subjects and objects; understanding infinitives of purpose; and using verb=infinitive, verb+ gerund, and verb/noun/adjective=infinitive/gerund combinations.*
- *Demonstrate ability in using, recognizing, and producing the stative and causative (get/have) passive voice and with participial adjectives.*
- *Demonstrate competency in identifying sentence parts (subject, verb, and complement) and parts of speech (nouns, verbs, pronouns, adjectives, adverbs, articles, conjunctions, and prepositions).*
- *Demonstrate ability to understand advanced subject/verb agreement.*
- *Demonstrate competency in recognizing level appropriate time expressions and writing in appropriate tense according to these expressions.*
- *Demonstrate competency in recognizing and using noun, adjective, and adverb clauses in reported speech and in “that-clauses.”*
- *Demonstrate ability in recognizing and producing adjective clauses using relative pronouns (who, whom, which, that, whose, when, and where).*
- *Demonstrate competency in recognizing various sentence types (simple, compound, and complex) and producing dependent and independent clauses; compound sentences with coordinating conjunctions and semicolons, transitions, and correct punctuation; and complex sentences with adverb clauses and correct punctuation.*
- *Demonstrate ability to understand the relationships and functions of connecting devices including conjunctions and transitions.*
- *Demonstrate competency in writing topic sentences with topics and controlling ideas.*
- *Demonstrate competency with using a variety of prewriting skills (brainstorming, outlining, clustering) which lead to the development of ideas and topics for paragraphs.*
- *Demonstrate ability in writing well-organized, coherent paragraphs (with topic, supporting and concluding sentences) of 6-12 sentences with the following pattern: listing order, giving instructions, reason/example, and opinion.*
- *Demonstrate the ability to use, produce, and recognize level appropriate vocabulary in a variety of oral, aural, and written exercises with focus on vocabulary used in academic content areas.*

Textbooks & Other Resources or Links

**Focus on Grammar 4 Textbook, CD & Workbook*

ISBN: 9780132862356

**3 ring binder & Notebook Paper*

**Dictionary*

**Thesaurus (Optional)*

Course Requirement

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

<i>Class Assignments & Homework</i>	<i>10%</i>
<i>Writing Assignments</i>	<i>10%</i>
<i>Quizzes</i>	<i>10%</i>
<i>Unit Exams</i>	<i>10%</i>
<i>Mid-Term</i>	<i>30%</i>
<i>Final Exam</i>	<i>30%</i>
<i>Total</i>	<i>100%</i>

Important: MISSED unit exams, quizzes, writing assignments, mid-term, final exam and homework assignments are NOT allowed in my class! Only ONE final exam will be administered at the end of the semester (see the class schedule).

You MUST pass the FINAL EXAM in order to pass the class!

Exception: Any homework, quizzes, tests and writing assignments for EXPECTED ABCECES MUST be made-up BEFORE the DUE DATE. A copy of a DOCTOR'S EXCUSE or OFFICIAL DOCUMENT should be presented for absences.

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.
- **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 by the instructor.
- **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.

Online Netiquette

- What is netiquette? Netiquette is internet manners, online etiquette, and digital etiquette all rolled into one word. Basically, netiquette is a set of rules for behaving properly online.
- Students are to comply with the following rules of netiquette: (1) identify yourself, (2) include a subject line, (3) avoid sarcasm, (4) respect others' opinions and privacy, (5) acknowledge and return messages promptly, (6) copy with caution, (7) do not spam or junk mail, (8) be concise, (9) use appropriate language, (10) use appropriate emoticons (emotional icons) to help convey meaning, and (11) use appropriate intensifiers to help convey meaning [do not use ALL CAPS or multiple exclamation marks (!!!)].

Academic Honesty

Academic honesty in the advancement of knowledge requires that all students and instructors respect the integrity of one another's work and recognize the important of acknowledging and safeguarding intellectual property.

There are many different forms of academic dishonesty. The following kinds of honesty violations and their definitions are not meant to be exhaustive. Rather, they are intended to serve as examples of unacceptable academic conduct.

- **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.

Additional Student Services

Imperial Valley College offers various services in support of student success. The following are some of the services available for students. Please speak to your instructor about additional services which may be available.

- [Blackboard Support Site](#). The Blackboard Support Site provides a variety of support channels available to students 24 hours per day.
- [Learning Services](#). There are several learning labs on campus to assist students through the use of computers and tutors. Please consult your [Campus Map](#) for the [Math Lab](#); [Reading, Writing & Language Labs](#); and the [Study Skills Center](#).
- [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. Please contact them 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.

- [Student Health Center](#). A Student Health Nurse is available on campus. In addition, *Pioneers Memorial Healthcare District* and *El Centro Regional Center* provide basic health services for students, such as first aid and care for minor illnesses. Contact the IVC [Student Health Center](#) at 760-355-6310 in Room 2109 for more information.
- [Mental Health Counseling Services](#). Short-term individual, couples, family, and group therapy are provided to currently enrolled students. Contact the IVC [Mental Health Counseling Services](#) at 760-355-6196 in Room 2109 for more information.

Student Rights and Responsibilities

Students have the right to experience a positive learning environment and to due process of law. For more information regarding student rights and responsibilities, please refer to the IVC [General Catalog](#).

Information Literacy

Imperial Valley College is dedicated to helping students skillfully discover, evaluate, and use information from all sources. The IVC [Library Department](#) provides numerous [Information Literacy Tutorials](#) to assist students in this endeavor.

Anticipated Class Schedule/Calendar

Date or Week	Activity, Assignment, and/or Topic	Notes
Week 1	Introduction to Course Review Parts of Speech and Simple Grammar Tenses	
Week 2	Continue Review of the Progressive Grammar Tenses Writing Assignment 1-Sentence Structure (Subject-Verb) Introduce Verb List and Unit 1 & 2 Exam	
Week 3	Journal Free-Writing 1 Present Perfect & Present Perfect Progressive Class Assignment, Writing Assignment 2 and Quiz1	
Week 4	Journal Free-Writing 2 Present Perfect & Present Perfect Progressive Class Assignment, Writing Assignment 3 and Unit Exam 2	
Week 5	Journal-Free Writing 3 Future Perfect Tenses and Quiz 2 Practice and Identify sentences-Subject-Verb Agreement	
Week 6	Journal-Free Writing 4 Phrasal Verbs Class Assignment, Writing Assignment 4 and Unit Exam 3	
Week 7	Practice Information Questions and Tag Questions Practice and Identify sentence-Fragment & Comma Splice	
Week 8	Mid-Term Review Week Mid-Term Exam and Quiz 3	
Week 9	Time Word Connectors: First/Next/Then/After that/ Finally & Connectors: And/But/Or Practice Writing Assignment using Connectors & Quiz 4	
Week 10	Journal-Free Writing 5 Gerunds and Infinitives Class Assignment, Writing Assignment 5 and Unit Exam 4	
Week 11	Journal-Free Writing 6 Adjective Clauses and Class Assignment Class Assignment, Writing Assignment 6 and Unit Exam 5	
Week 12	Journal-Free Writing 7 Modal Verbs and Expressions Class Assignment, Writing Assignment 7 and Unit Exam 6	
Week 13	Journal-Free Writing 8 Passive Voice Conditional Sentences and Unit Exam 7	
Week 14	Journal-Free Writing 8 Continue Conditional Sentence	
Week 15	Indirect Speech Class Assignment	
Week 16	Finals Review Week Final Exam	

Tentative, subject to change without prior notice