

### Basic Course Information

Semester:	<b>Spring 2018</b>	Instructor Name:	<b>J. Adriana Torres</b>
Course Title & #:	<b>Grammar &amp; Composition for ESL 3</b>	Email:	<b>adriana.torres@imperial.edu</b>
CRN #:	<b>20307</b>	Webpage (optional):	-
Classroom:	<b>304B</b>	Office #:	<b>809</b>
Class Dates:	<b>2/12/18-06/08/18</b>	Office Hours:	<b>MON-THURS. 5:45-6:15PM Fridays by Appt.</b>
Class Days:	<b>Tuesday &amp; Thursday</b>	Office Phone #:	<b>(760) 592-5818/Text</b>
Class Times:	<b>6:30-9:00</b>	Emergency Contact:	<b>(760) 355-6337 IVC</b>
Units:	<b>5</b>		

### Course Description

*ESL 003 is a grammar class in an English-only environment designed for the intermediate ESL student. The course will emphasize grammar, writing sentences, and short paragraphs. (Nontransferable, non-degree applicable)*

### Student Learning Outcomes

*Upon course completion, the successful ESL student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:*

- \*Write sentences in English with correct subject/verb agreement (ILO 1, ILO 2).*
- \*Correctly form and use verbs in a variety of tenses (ILO 1, ILO 2).*
- \*Demonstrate knowledge of, and ability to use, correct punctuation and mechanics (ILO 1, ILO 2).*

## Course Objectives

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

- \*Demonstrate competency in classifying the following parts of speech: nouns, verbs, pronouns, adjectives, adverbs, articles, conjunctions, and prepositions.
- \*Demonstrate mastery in creating affirmative and negative statements, yes/no questions, and wh-questions, and competency with the verb “be” and other verbs in the simple present; demonstrate competency to use the present progressive, the simple past, past progressive, and the four future forms to indicate planning, predicting, and scheduling; demonstrate the ability to use, recognize, and produce the present perfect and present perfect progressive.
- \*Demonstrate competency in using, recognizing, and producing modal verbs of ability, request, permission, advice, suggestion, preference, necessity; demonstrate ability to use, recognize, and produce modal verbs of prohibition, expectation, possibility, impossibility, and conclusion.
- \*Demonstrate mastery using singular and plural nouns including correct spelling and appropriate possessive forms, and with expressions of quantity for count and non-count nouns with corresponding articles.
- \*Demonstrate mastery in recognizing and using expressions of quantity for count and non-count nouns.
- \*Demonstrate mastery in using, recognizing, and producing subject and object pronouns, and possessive adjectives.
- \*Demonstrate mastery in recognizing and using prepositions of time and location.
- \*Demonstrate mastery in using, recognizing, and producing adjectives in correct word order as well as adverbs of frequency; demonstrate the competency to use, recognize and produce comparative and superlative forms.
- \*Demonstrate competency in using, recognizing, and producing verb+gerund combinations, verb+infinitive combinations, and verb+infinitive or gerund combinations; demonstrate the ability to understand infinitives of purpose and gerunds/infinitives as subjects and objects.
- \*Demonstrate ability in using, recognizing, and producing dependent and independent clauses in both compound and complex sentences.
- \*Demonstrate the ability to use, produce, and recognize level appropriate vocabulary in a variety of oral aural, and written exercises.
- \*Demonstrate ability to identify sentence parts: subject, verb, and complement.
- \*Demonstrate competency in understanding basic subject/verb agreement.
- \*Demonstrate competency in recognizing level appropriate time expressions and the ability to write in appropriate tense according to these expressions.
- \*Demonstrate the ability to recognize sentence types including simple, compound, and complex sentences with coordinating conjunction and semicolons, transitions, and correct punctuation.
- \*Demonstrate the ability to write 7-10 sentences paragraph in one or more of the above-mentioned grammatical areas with correct capitalization, commas, and ending punctuation(period, question mark, and exclamation point).

## Textbooks & Other Resources or Links

\**Focus on Grammar 3,4<sup>th</sup> edition. Pearson ISBN: 978-0-13-254648-5*

*(Textbook and Workbook required)*

\**English Dictionary*

\**Thesaurus (optional)*

## Course Requirements

***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.*

*\*There will be many homework and writing assignments; it is very important that you complete them on time.*

## Course Grading Based on Course Objectives

<b><i>Class Assignments</i></b>	<b><i>10%</i></b>
<b><i>Writing Assignments</i></b>	<b><i>10%</i></b>
<b><i>Quizzes</i></b>	<b><i>10%</i></b>
<b><i>Unit Exams</i></b>	<b><i>20%</i></b>
<b><i>Mid-Term Exam</i></b>	<b><i>20%</i></b>
<b><i>Final Exam</i></b>	<b><i>30%</i></b>
<b><i>Total</i></b>	<b><i>100%</i></b>

***Important: Missed Quizzes or Unit Exams, Class Assignments, Mid-Term or Final Exam are NOT allowed in my class.***

***Exception: A test or quiz only for one EXPECTED ABSENCE can be made up BEFORE the exam. See the Instructor ahead of time for an appointment.***

## 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

*Discretionary Language and Formatting:* The instructor will provide a tentative, provisional overview of the readings, assignments, tests, and/or other activities for the duration of the course.

<b>Date or Week</b>	<b>Activity, Assignment, and/or Topic</b>	<b>Notes</b>
Week 1	Course Introduction/Syllabi and Cross Cultural IQ Class Assignment and Parts of Speech	
Week 2	Simple Present, Present Progressive and Past Progressive Continue w/Parts of Speech and Class Assignment	
Week 3	Subject- Verb Agreement and Quiz Simple Past, Class Assignment and Test	
Week 4	Continue Simple Past & Future Tenses Basic Sentence Structure and Writing Assignment	
Week 5	Continue w/Future be going to, Will and Possibility Writing, Class Assignment and Quiz	
Week 6	Present Perfect Wh-Questions and Class Assignment	
Week 7	Continue w/Present Perfect Used to and Would	
Week 8	Mid-Term Review Mid-Term Exam	
Week 9	Present Perfect Progressive Writing Assignment and Quiz	
Week 10	Continue w/Present Perfect Progressive Adverbs and Adjectives	
Week 11	Gerunds and Infinitives Writing Assignment	
Week 12	Continue w/ Gerunds and Infinitives Quiz	
Week 13	Modal Verbs Review Verbs	
Week 14	Continue w/Modal Verbs and Test Verb Test	
Week 15	Review for Final	
Week 16	Final Exam Writing Exam	

**\*\*\*Tentative, subject to change without prior notice\*\*\***