

Basic Course Information

Semester:	SPRING 2020	Instructor Name:	Rosa Contreras
Course Title & #:	ESL 003 Grammar & Comp for ESL 3	Email:	rosa.contreras@imperial.edu
CRN #:	20306 (day) 20307 (evening)	Webpage (optional):	CANVAS
Classroom:	3112 (day) 304 B (evening)	Office #:	2796
Class Dates:	Feb. 18th – June 12th	Office Hours:	Monday-Thursday 8:15am - 10:00am
Class Days:	Tuesdays & Thursdays	Office Phone #:	(760) 355-5707
Class Times:	10:15am – 12:45pm 06:30pm - 9:00pm	Emergency Contact:	Email Instructor or send a message via CANVAS
Units:	5		

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, nondegree applicable).

Course Prerequisite(s) and/or Corequisite(s)

ESL 0002 or appropriate placement

Student Learning Outcomes

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

1. Write sentences in English with correct subject/verb agreement (ILO 1, ILO 2).
2. Correctly form and use verbs in a variety of tenses (ILO 1, ILO 2).
3. Demonstrate knowledge of, and ability to use, correct punctuation and mechanics (ILO1, ILO2).

Course Objectives

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

1. Demonstrate the ability to write sentences and an 8-10 sentence paragraph in one or more of the above-mentioned grammatical areas using correct capitalization, grammar, and mechanics.
2. Demonstrate the ability to write topic sentences with topics and controlling ideas.
3. Demonstrate the ability to identify and write simple, compound, and complex sentences with correct punctuation; demonstrate the ability to identify and write noun, adjective, and adverb clauses.
4. Demonstrate ability in using, recognizing, and producing verb + gerund combinations, verb + infinitive combinations, and verb + infinity or gerund combinations; demonstrate the ability to understand infinitives of purpose and gerunds/infinitives as subjects and objects.

5. Demonstrate mastery in recognizing and using prepositions of time and location.
6. Demonstrate mastery in recognizing and using subject and object pronouns and possessive adjectives.
7. Demonstrate competency in using nouns: singular, plural, count, and non-count including correct spelling and appropriate possessive forms, and with expressions of quantity and corresponding articles.
8. Demonstrate competency in recognizing and using modal verbs of - Ability (can/could/be able to) - Permission (can/could/may) - Request (can, could, will, would) - Advice (should, ought to, had better) - Necessity (have to/must/can't) - Possibility (may/might/could).
9. Demonstrate competency in creating create statements and questions in the affirmative, negative, and imperative forms in the following tenses: - simple present - present progressive - simple past - past progressive - future forms;
10. Demonstrate the ability to use the present perfect and the present perfect progressive.
11. Demonstrate competency in using subject/verb agreement.
12. Demonstrate competency in classifying parts of speech, and identifying parts of a sentence.

Textbooks & Other Resources or Links

Grammar Explorer 2

Student Book with Online Workbook

Author: Carne, Paul (2015)

ISBN: 978-1-111-35110-6

NOTE:

You are not required to buy a new book. However, you must have access to the online workbook. You cannot complete the coursework required for the class without the online workbook.

Course Requirements and Instructional Methods

Instructor Expectations:

- Students who do not participate during week one are automatically dropped.
- If you stop attending class, make sure to drop yourself from the class.
- Work is to be turned in on the due date – ***NO late work is accepted.***
- Incomplete assignments automatically receive a zero.
- Students are responsible for knowing and observing due dates for all assignments.
- ***Students are expected to attend every class meeting, participate in classroom discussions and activities.***

Success:

- This course is designed to help you improve your speaking and listening skills in English. If you do not practice using English or do not use English to communicate in class with your teacher and your classmates, your progress will be slower.
- Acquiring another language required focused effort. Sitting in class is simply not sufficient for you to succeed. You must study, speak, read, and listen to English as much as possible outside of class.
- Be prepared to speak with your classmates and teacher in **English**.
 - You will be expected to speak in English with a partner, in a small group, in a formal presentation in front of the class, with your teacher, in recorded online assignments, and even with others outside the classroom.
- You will listen to audio clips and watch videos and will be expected to discuss the content.

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

This course must be taken for a letter grade. You will receive a final grade based on your homework, quizzes, classroom performance, the mid-term exam, and the final exam. It's important that you complete the regular class assignments and do your best on quizzes and the final exam.

Quizzes: I will give you quizzes throughout the semester. **No makeup quizzes will be given.** If you miss a quiz, you will receive a grade of zero for that quiz.

Homework: All homework assignments must be handed in or completed online on the date they are due. If you fail to complete or turn in the homework on the date it is due, you will receive a grade of zero for that assignment.

Final Exam: There will be only one final exam, administered on the date listed in the class schedule. To pass the course, you must pass the final exam.

<i>Assignment Descriptors</i>	<i>Percentage of Final Grade</i>
Quizzes & Tests	15%
Online Workbook	20%
Unit Exams	20%
Writing Exams	10%
Homework	20%
Journals	5%
Midterm & Final	10%
Total	100%

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 importance 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.

- **CANVAS LMS.** Canvas is Imperial Valley College's main Learning Management System. To log onto Canvas, use this link: [Canvas Student Login](#). The [Canvas Student Guides Site](#) provides a variety of support available

to students 24 hours per day. Additionally, a 24/7 Canvas Support Hotline is available for students to use: 877-893-9853.

- **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 provide basic health services for students, such as first aid and care for minor illnesses. Contact the IVC [Student Health Center](#) at 760-355-6128 in Room 1536 for more information.
- **Mental Health Counseling Services.** Short-term individual, couples, family and group counseling services are available for currently enrolled students. Services are provided in a confidential, supportive, and culturally sensitive environment. Please contact the IVC Mental Health Counseling Services at 760-355-6310 or in the building 1536 for appointments or more information..

Veteran's Center

The mission of the [IVC Military and Veteran Success Center](#) is to provide a holistic approach to serving military/veteran students on three key areas: 1) Academics, 2) Health and Wellness, and 3) Camaraderie; to serve as a central hub that connects military/veteran students, as well as their families, to campus and community resources. Their goal is to ensure a seamless transition from military to civilian life. The Center is located in Building 600 (Office 624), telephone 760-355-6141.

Extended Opportunity Program and Services (EOPS)

The Extended Opportunity Program and Services (EOPS) offers services such as priority registration, personal/academic counseling, tutoring, book vouchers, and community referrals to qualifying low-income students. EOPS is composed of a group of professionals ready to assist you with the resolution of both academic and personal issues. Our staff is set up to understand the problems of our culturally diverse population and strives to meet student needs that are as diverse as our student population.

Also under the umbrella of EOPS our CARE (Cooperative Agency Resources for Education) Program for single parents is specifically designed to provide support services and assist with the resolution of issues that are particular to this population. Students that are single parents receiving TANF/Cash Aid assistance may qualify

for our CARE program, for additional information on CARE please contact Lourdes Mercado, 760-355- 6448, lourdes.mercado@imperial.edu.

EOPS provides additional support and services that may identify with one of the following experiences:

- Current and former foster youth students that were in the foster care system at any point in their lives
- Students experiencing homelessness
- Formerly incarcerated students

To apply for EOPS and for additional information on EOPS services, please contact Alexis Ayala, 760-355-5713, alexis.ayala@imperial.edu.

Student Equity Program

- The Student Equity Program strives to improve Imperial Valley College’s success outcomes, particularly for students who have been historically underrepresented and underserved. The college identifies strategies to monitor and address equity issues, making efforts to mitigate any disproportionate impact on student success and achievement. Our institutional data provides insight surrounding student populations who historically, are not fully represented. Student Equity addresses disparities and/or disproportionate impact in student success across disaggregated student equity groups including gender, ethnicity, disability status, financial need, Veterans, foster youth, homelessness, and formerly incarcerated students. The Student Equity Program provides direct supportive services to empower students experiencing insecurities related to food, housing, transportation, textbooks, and shower access. We recognize that students who struggle meeting their basic needs are also at an academic and economic disadvantage, creating barriers to academic success and wellness. We strive to remove barriers that affect IVC students’ access to education, degree and certificate completion, successful completion of developmental math and English courses, and the ability to transfer to a university. Contact: 760.355.5736 or 760.355.5733 Building 100.
- The Student Equity Program also houses IVC’s Homeless Liaison, who provides direct services, campus, and community referrals to students experiencing homelessness as defined by the McKinney-Vento Act. Contact: 760.355.5736 Building 100.

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/Week	Activity, Assignment, and/or Topic	
Week 1 Feb. 18, 20	NO CLASS/ PRESIDENT'S DAY Syllabus & Introduction	Journal 1
Week 2 Feb. 25, 27	Unit 1 Lesson 1: Simple Present: Statement & Questions Lesson 2: Present Progressive & Simple Past	Journal 2
Week 3 March 3, 5	Unit 1 REVIEW & Connect the Grammar to Writing & TEST Unit 2 Lesson 1: Simple Past Lesson 2: Past Progressive and Simple Past	Journal 3
Week 4 Mar. 10, 12	Unit 2 Lesson 3: Past Time Clauses Lesson 4: Repeated Past Actions	Journal 4
Week 5 Mar. 17, 19	Unit 2 REVIEW & Connect the Grammar to Writing & TEST	Journal 5
Week 6 Mar. 24, 26	Unit 3 Lesson 1: Plural & Possessive Nouns Lesson 2: Count & Noncount Nouns	Journal 6
Week 7 March 31 April 1	Unit 3 Lesson 3: Quantitative & Measurement Words Unit 3 REVIEW & Connect the Grammar to Writing & TEST	Journal 7
Week 8 April 7, 9	Unit 4 Lesson 1: Pronouns & Possessive Adjectives Lesson 2: Prepositions of Time, Place, and Direction	
Spring Break *April. 13-18*	*****SPRING BREAK***SPRING BREAK*****	*Spring Break April 13th - 18th
Week 9 April 21, 23	Unit 5 Lesson 1: Present Perfect Lesson 2: Present Perfect with For and Since Lesson 3: Present Perfect & Simple Past Lesson 4: Present Perfect Progressive	Journal 8
Week 10 April 28, 30	Unit 5 REVIEW & Connect the Grammar to Writing & TEST Unit 6 Lesson 1: Adjectives Lesson 2: Adverbs	Journal 9

Week 11 May 5, 7	Unit 6 REVIEW & Connect the Grammar to Writing & TEST Unit 7 Lesson 1-3 The Future	Journal 10
Week 12 May 12, 14	Unit 9: Lesson 1-3 Conjunctions, and Adverb Clauses	Journal 11
Week 13 May 19, 21	Units 7 & 9 Test and Connect the Grammar to Writing Unit 10: Gerunds & Infinitives	Journal 12
Week 14 May 26, 28	Monday May 25th NO CLASS. Memorial Day Unit 12: Modals Part 1	Journal 13
Week 15 June 2, 4	Unit 13: Modals Part 2	Journal 14
Week 16 June 9, 11	Units 12-13 REVIEW & Connect the Grammar to Writing Final Exam	

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

**Mistakes
are proof
that you're
trying**

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