

Basic Course Information

Semester:	Spring 2020	Instructor Name:	Sydney Rice
Course Title & #:	ESL 005 Grammar and Writing	Email:	Sydney.rice@imperial.edu
CRN #:	20323	Webpage (optional):	
Classroom:	3111	Office #:	2788
Class Dates:	2/18 – 6/12/20	Office Hours:	MW 1:30 – 2:30 (2788) TR 6:00 – 7:00 pm (email or Remind is best)
Class Days:	Monday and Wednesday 6:00 pm – 7:15 pm	Office Phone #:	760-355-6228 (email is best)
Class Times:	Additional time also required to complete coursework outside of class times.	Emergency Contact:	Dept. Secretary: Jeanette Espinoza 760-355-6508
Units:	5		

Course Description

ESL 005 is a grammar class in an English-only environment designed for the advanced ESL student. The course will emphasize grammar and writing sentences and paragraphs in a variety of rhetorical modes. (Nontransferable, nondegree applicable)

Student Learning Outcomes

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

Course Objectives

1. Demonstrate mastery in classifying parts of speech and identifying parts of a sentence.
2. Demonstrate mastery in all tenses previously introduced at prior levels, and the ability to use such in affirmative, negative, and interrogative sentences
3. Demonstrate competency in identifying and correcting sentence level errors: run-ons, comma splices, and fragments.
4. Demonstrate competency in using a variety of prewriting skills (brainstorming, clustering, and outlining) which lead to the development of ideas and topics for paragraphs.

5. Demonstrate mastery of all modals previously introduced at prior levels in both past and present forms.
6. Demonstrate the ability to write a multi-paragraph essay.
7. Demonstrate advanced competency in writing well-organized, coherent paragraphs of 8-12 sentences using correct capitalization, grammar, and mechanics;
8. Demonstrate advanced competency with writing topic sentences with topics and controlling ideas.
9. Demonstrate advanced competency with identifying and writing simple, compound, and complex sentences with correct punctuation; demonstrate competency in identifying and writing compound-complex sentences.

Textbooks & Other Resources or Links

Longman Academic Writing Series 3: Paragraphs to Essays, 4th Edition.

Authors: Alice Oshima and Ann Hogue

Publisher: Pearson Education

ISBN: 978-0-13-291566-3

Course Requirements and Instructional Methods

This course is a hybrid course. A hybrid course splits time between working in a classroom and working on your time by completing assignments both online and in your book. You must do the work in class and the work online and outside of class to pass. You cannot pass the class if you only come to class.

This class will have multiple forms of instruction, including:

Lecture

Group work

Individual work

Online work

Assignments will include: various forms of writing (individual and group), editing, reading and responding, exams, other exercises focusing on sentence structure and form, as well as grammar and mechanics.

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.

Internet access: Homework or other information will be posted on the class Canvas site. To get the information, you need to have internet access. If you do not have a computer or internet access at home, you can use the computers at school. Computers are located in the library and in the Language Lab.

Course Grading Based on Course Objectives

Homework/In Class Assignments	15%	A = 100 – 90%
Paragraphs/Essays	30%	B = 80 – 89%
Grammar Exams	30%	C = 70 – 79%
Mid-term Paragraph	10%	D = 60 – 69%
Final Essay	15%	F = 59% and below
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 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 StudentHealth 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 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	Assignments and Exams
Week 1	Introduction to the Course Introduction to each other	Introduction to Online Learning Grammar Review
Week 2	<ul style="list-style-type: none"> • Review parts of speech and test your knowledge; • Review subject/verb agreement and test your knowledge; • Learn about editing and practice your editing skills; • Learn about the writing process and practice your skills: 	Complete the Part of Speech Quiz; Complete Identify Subject/Verb Agreement Quiz;

Date or Week	Activity, Assignment, and/or Topic	Assignments and Exams
	<ul style="list-style-type: none"> ▪ Listing ▪ Organizing ▪ Writing a rough draft. 	<p>Complete the exercises in your book on editing practice;</p> <p>Submit Listing and Listing 2 for your first writing assignment;</p> <p>Submit an organization plan (outline) for your first writing assignment;</p> <p>Submit your rough draft for your first writing assignment.</p>
Weeks 3	<ul style="list-style-type: none"> • Review simple sentences, independent and dependent clauses; • Practice your sentence skills; • Do some work on clauses and phrases; • Learn about sentence fragments and how to avoid them; 	<p>Independent and Dependent Clauses Quiz;</p> <p>More Practice: Parts of Speech;</p> <p>Self Editing - Someone Who Has Made a Difference;</p> <p>Final Submission - Someone Who Has Made a Difference;</p> <p>Think and Reflect</p>
Weeks 4	<ul style="list-style-type: none"> • Narrative Paragraphs • Time Order Signals • Setting a Purpose for Writing • Using Commas Correctly • Writing Compound Sentences • Outlining, drafting, and editing 	<p>Response posts to peer for Time Order Signals discussion</p> <p>Quiz: Time Order Signals</p> <p>Quiz: Author's Purpose</p> <p>Self-Editing - Narrative Paragraph</p> <p>Final Draft Submission - Narrative Paragraph</p>

Date or Week	Activity, Assignment, and/or Topic	Assignments and Exams
Week 5	<ul style="list-style-type: none"> • Learn about Topic and Controlling Idea; • Learn about relevance and unity; • Learn about concluding sentences; • Practice editing for adjectives and adverbs; • Practice avoiding run-on sentences. 	<p>Complete Practice: Concluding Sentences;</p> <p>Complete Think and Reflect - Unit 5.</p>
Week 6	<ul style="list-style-type: none"> • Learn about outlining; • Review critical errors: <ul style="list-style-type: none"> ○ Run-On Sentences; ○ Comma Splices; • Practice fixing comma splices and other sentence errors; • Write a summary. 	<p>Produce an Outline;</p> <p>Practice: Comma Splices;</p> <p>Write a summary.</p>
Week 7	<ul style="list-style-type: none"> • Use signal and transition words to improve paragraphs; • Practice avoiding and correcting run-ons and comma splices; • Edit for pronoun use; • Develop, write, and edit a paragraph about a topic that you choose 	<p>Outlining for Logical Division of Ideas</p> <p>Transitions quiz</p> <p>Run-Ons and Comma Splices</p> <p>Logical Division of Ideas - Self-Editing</p> <p>Logical Division of Ideas - Final Draft and Submission</p> <p>End of Chapter Self-Assessment</p>
Week 8	Mid Term Writing Assignment	
Week 9	• Intro to Academic Writing – Chapter 7	•
Week 10	• Intro to Academic Writing – Chapter 7, cont.	•
Week 11	• Intro to Academic Writing – Chapter 8	•

Date or Week	Activity, Assignment, and/or Topic	Assignments and Exams
Week 12	<ul style="list-style-type: none">• Intro to Academic Writing – Chapter 9	<ul style="list-style-type: none">•
Week 13	<ul style="list-style-type: none">• Intro to Academic Writing – Chapter 10	<ul style="list-style-type: none">•
Week 14	<ul style="list-style-type: none">• Intro to Academic Writing – Chapter 10, continued	<ul style="list-style-type: none">•
Week 15	Prepare final writing assignment	<ul style="list-style-type: none">•
Week 16	Final Draft of Essay Due	<ul style="list-style-type: none">•

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