

Basic Course Information

Semester:	Fall 2022	Instructor Name:	Rosa Contreras
Course Title & #:	ESL 037 Verb Review 7	Email:	rosa.contreras@imperial.edu
CRN #:	10598	Webpage (optional):	Canvas
Classroom:	Online	Office #:	2789
Class Dates:	October 10 – December 9	Office Hours:	Monday 9:00am-10:00am Tuesday 9:00am-10:00am Wednesdays 9:00am-10:00am Thursdays 9:00am – 10:00 am
Class Days:	N/A.	Office Phone #:	760-355-5707
Class Times:	Modules open Monday morning and close at 11:59 pm on Saturday night.	Emergency Contact:	Lency Lucas- Dept. Secretary 760-355-6337
Units:	1	Class Format:	Online

Course Description

This course is designed to review and reinforce proper use of verb tenses in English. It is a recommended supplement for students in Advanced ESL courses, as well as for students in developmental English courses. (Nontransferable, nondegree applicable)

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

No Prerequisites

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. Demonstrate competency in recognizing and naming the four present tenses in sentences.

Course Objectives

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

1. Demonstrate mastery in understanding and using the simple present versus and present progressive tenses in both oral and written forms, including short paragraphs.
2. Demonstrate mastery in understanding and using the present perfect versus the simple present tenses in both oral and written forms, including short paragraphs.
3. Demonstrate mastery in understanding and using the present perfect progressive versus the present progressive tenses in both oral and written forms, including short paragraphs.
4. Demonstrate mastery in understanding and using the simple past versus the present perfect tenses in both oral and written forms, including short paragraphs.



5. Demonstrate mastery in understanding and using the past progressive, simple past, and future tenses in both oral and written forms, including short paragraphs.

Textbooks & Other Resources or Links

No textbook is needed. All materials are provided on Canvas.

Course Requirements and Instructional Methods

Time Requirement: You should plan to spend at least 2-3 hours working on your course assignments each week.

Instructional Methods: For this class you will...

- Read passages with target verbs
- Participate in discussions
- Complete quizzes and writing assignments
- Listen and take notes
- Take a final assessment at the end of the course.

Course Grading Based on Course Objectives

Task	Percentage of Grade	
Class work (Canvas)	20%	90%-100% = A
Writing Assignments	50%	80%-89% = B
Final Exam	30%	70%-79% = C
TOTAL	100%	70% and below = not passing

Course Policies

When do modules open and close? You have one week to complete each module. Modules open on Monday morning and close at 11:59 pm Sunday night.

Can I complete work when I want? Yes, you can! However, you must complete each module by the deadline. (Sunday night at 11:59 pm).

Can I complete my work after the module closes? NO! You must complete each module by the deadline. No late work is accepted.

What happens if I have a problem? If something happens, please email me as soon as possible! I will work to help you!

Attendance:

Any student who does not complete the orientation unit or take at least one practice quiz by the end of the first day of class will be dropped. If you want to add the class, there must be space in the class.

Regular participation is required. Participation includes:

- Posting and responding in weekly discussions
- Completing weekly work on Canvas
- Submitting your work on time

If there is a problem with completing your work (such as being in the hospital or being sick), please let me know. I am willing to help you, but you need to make sure you communicate with me.

Participation:

To ensure your success, plan to participate in all class activities! There are many ways that we can participate, collaborate, and share ideas in an online environment. Here are a few:

- Contribute and share ideas in group discussion boards.
- Attend virtual office hours to ask questions when you do not understand something.
- Reading information from the instructor as well as classmates.
- Be prepared and complete homework before due dates.
- Turning in assignments, quizzes, homework on-time

What happens if I don't participate?

You may be dropped if you are no longer actively participating in the course, logging into Canvas, and engaging in course material. Active participation includes logging into Canvas and engaging with course content, completing, and turning in homework, assignments, and quizzes. If you are unable to log into Canvas for a long period, it is your responsibility to find out everything you missed. If you have a personal problem or issue, please communicate with me and let me know what's going on before too much time has passed.

Netiquette and Respectful Use:

IVC's Respectful Use and Netiquette Policy: IVC's official policy about netiquette is as follows:

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 (!!!!)]

Our Respectful Use and Netiquette Policy: For this course, I expect all students to be treated with respect. If someone disagrees with an opinion, it is not an opportunity for name calling or belittling. It is a time to respectfully listen, contemplate, and learn. We do not have to agree in the discussion boards, but we do have to be respectful and kind. Any instances of disrespect in a discussion or group collaboration should be brought to the instructor's attention and may result in the disrespectful student losing points or being reported to the campus disciplinary officer.

Late Work Policy:

Any student struggling with a deadline should contact the instructor as soon as possible. With prior notice, some deadlines may be adjusted at the instructor's discretion. Without prior notice or contact, assignments may be submitted in the week following the original due date for reduced points. Quizzes and discussion assignments will not be accepted late and must be completed on or before the original due date.

Academic Honesty Policy

What's Academic Honesty?

I expect that all students conduct themselves with integrity. All students in my class are held to the highest academic honesty standards. Please help keep this a positive learning environment for all students by doing your own work. The following are some examples of plagiarism and/or cheating:

- buying, forging, or copying papers
- plagiarizing or copying chunks of text and then claiming them as your own
- getting someone else to write papers or to take quizzes or tests for you
- doing someone else's work for them
- copying others' homework and handing in others' work as your own
- submitting an assignment/journal that was completed for a different course
- memorizing an essay and using it for a timed essay exam
- Sharing information with another person during a test or exam.

*Summary: You may not copy or use material written by another person unless there is proper citation. Cheating or plagiarizing in any form will result in a "zero" for the assignment and/or referral to the Dean of Language Arts. For a complete description of academic honesty policies, see the Imperial Valley College Catalog (www.imperial.edu)

IVC Student Resources

IVC wants you to be successful in all aspects of your education. For help, resources, services, and an explanation of policies, visit <http://www.imperial.edu/studentresources> or click the heart icon in Canvas.

Anticipated Class Schedule/Calendar

Tentative, subject to change without prior notice

Date or Week	Activity, Assignment, and/or Topic	Pages/ Due Dates/Tests
Week 1 October 10-15	Module 0: Syllabus & Introduction Module 1: Simple Present & Present Progressive	Exercises assigned in class. All exercises due on Sunday night by 11:59 pm
Week 2 October 17-22	Module 2: Present Progressive	Exercises assigned in class. All exercises due on Sunday night by 11:59 pm
Week 3 October 24-29	Module 3: Which Tense: Present Progressive or Simple Future?	Exercises assigned in class. All exercises due on Sunday night by 11:59 pm
Week 4 Oct. 31- Nov. 5	Module 4: Present Perfect	Exercises assigned in class. All exercises due on Sunday night by 11:59 pm
Week 5 November 7-12	Module 5: Which Tense: Present Perfect or Simple Past?	Exercises assigned in class. All exercises due on Sunday night by 11:59 pm
Week 6 November 14-19	Module 6: Present Perfect Progressive	Exercises assigned in class. All exercises due on Sunday night by 11:59 pm
THANKSGIVING BREAK November 21-26	THANKSGIVING BREAK November 21-26	THANKSGIVING BREAK November 21-26
Week 7 Nov. 28-Dec. 3	Module 7: Review All Four Present Tenses (simple, progressive, perfect, perfect progressive)	Exercises assigned in class. All exercises due on Sunday night by 11:59 pm
Week 8 December 5-9	Module 8: Final Exam	Final Module is DUE FRIDAY night by 11:59 pm

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