



Basic Course Information

Semester:	Spring 2025	Instructor Name:	Susana Montano
Course Title & #:	ESL 820 Literacy in English as a Second Language I	Email:	susana.montano@gmail.com
CRN #:	22031	Webpage (optional):	
Classroom:	ECAC	Office #:	
Class Dates:	02/24 - 04/07/2025	Office Hours:	Tuesday & Thursday 5-5:30 Fridays 5:30 - 6:00 pm
Class Days:	Monday and Wednesday	Office Phone #:	760-355-6303
Class Times:	2:00 pm - 4:15 pm	Emergency Contact:	Vicky Figueroa
Units:	0	Class Format/Modality:	Face to Face

Course Description

A course for speakers with little or no oral or written competency and limited L1 literacy. Students will learn literacy skills that will build a foundation for further ESL training or to form a foundation for their ability to operate within the U.S. culture. Literacy skills include the development of fine motor skills, the ability to follow a line of print from left to right, and the identification of alphabetic, numeric, and time symbols. Included will be instruction in culturally appropriate Non-verbal communication, greetings and farewells, basic social skills, school conduct, courtesies, etc. This course will provide a basic literacy foundation for L2 learners so they may operate in their home and their immediate environment. (Nontransferable, nondegree applicable)

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

None

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. Provide basic personal information such as name and address. 2. Identify, in English, parts of the body. 6. Use and respond to simple greetings, farewells, and courtesies. 7. Conduct themselves appropriately in the classroom, including raising one's hand, waiting for one's turn, being non-disruptive, and responding to simple classroom commands. 8. Point to common parts of the body, express one's state of health/being in one or two words, and answer simple questions about oneself.



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Course Objectives

Upon satisfactory completion of the course, students will be able to: 1. Pronounce, write, and recognize numbers. 2. Write and recite the alphabet. 3. Use culturally appropriate social gestures such as waving, shaking hands, direct eye contact, nodding "yes" or "no", and shrugging "I don't know". 4. Write one's name, address, and phone number. 5. Understand the basics of personal hygiene.

Textbooks & Other Resources or Links

No Textbook is required. The college will lend Ventures Student's Book and Workbook Basic 3rd Edition to students in class.

Course Requirements and Instructional Methods

1. Discussion (speaking/listening)
2. Group Activity (speaking/listening/writing)
3. Lecture (listening)
4. Audio Visual (listening/speaking)

Course Grading Based on Course Objectives

Only Pass/No Pass based on oral and written activities (listening, speaking, reading, and writing) Every student is expected to actively participate in class activities.

Academic Honesty (Artificial Intelligence -AI)

IVC values critical thinking and communication skills and considers academic integrity essential to learning. Using AI tools to replace your thinking, writing, or quantitative reasoning goes against our mission and academic honesty policy. It will be considered academic dishonesty, or plagiarism unless you have been instructed to do so by your instructor. In case of any uncertainty regarding the ethical use of AI tools, students are encouraged to reach out to their instructors for clarification.

Course Policies

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

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turned off or on silent mode and put away during class, unless otherwise directed by the instructor. If you are late for class, DO NOT interrupt the class to explain why you were late. Talk to me after class to mark you on the attendance list. Be respectful of others. Please listen when someone is talking. No cheating or plagiarism. Food and drink is prohibited in class. You can bring a water bottle. 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, 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.

Other Course Information

N/A

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

Date or Week	Activity, Assignment, and/or Topic	Pages/ Due Dates/Tests
Week 1 Feb. 24 - 26	Syllabus & Introduction Welcome Unit: Alphabet and Classroom directions	
Week 2 Mar. 4 - 6	Unit 1: Personal Information	
Week 3 Mar. 11 - 13	Unit 2: At School	
Week 4 Mar. 18 - 20	Unit 3: Friends and family	
Week 5 Week 6 Mar. 25 - 27 Apr. 1 - 8	Unit 4: Health	

Subject to change without prior notice