



Basic Course Information

Semester:	Spring 2026	Instructor Name:	Manuel Guzmán
Course Title & #:	ESL 004 Grammar and Composition – Intermediate ESL	Email:	manuel.guzman@imperial.edu
CRN #:	20145	Webpage (optional):	
Classroom:	314	Office #:	3900
Class Dates:	2/17 – 6/12/26	Office Hours:	Monday- via email/Pronto 4:30-6:00 pm. Wednesday- in person room 3900 4:30-6:00 pm.
Class Days:	Mondays	Office Phone #:	
Class Times:	6:00 pm – 8:30 pm	Emergency Contact:	Lency Lucas 760-355-6337
Units:	5	Class Format/Modality:	Hybrid (Face-to-Face + Online)

Course Description

ESL 004 is an integrated grammar and writing course designed for students who want to develop English language skills at the intermediate level. Students learn and use grammatical structures found in academic English. Students also extend their knowledge of, and their ability to write, academic paragraphs. This course may be taken concurrently with other Level 4 ESL courses to strengthen student academic performance. Successful completion of this course will prepare students for ESL 005.CEFR B1. (Nontransferable, nondegree applicable)

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

PREREQUISITES: ESL 003 - or appropriate placement.

RECOMMENDED COMPANION COURSE: ESL 014 and ESL 024

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

Course Objectives

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

1. Can produce straightforward connected texts (paragraphs and short papers) on a range of familiar subjects using a variety of sentence structures (simple, compound, complex);
2. Can develop content, organization, and coherence to communicate effectively in written work.
3. Can use basic punctuation (commas, periods, and question marks), capitalization, and formatting.
4. Can recognize and correct errors in own and other's writing including: subject/verb agreement, verb tense, modal use, sentence errors, and punctuation.
5. Can use a wide range of vocabulary appropriately when discussing familiar topics and everyday situations such as family, hobbies and interests, work, travel and current events.

Textbooks & Other Resources or Links

Ellii.com

Select the link below to register for the class:

ESL 004
Guzmán Manuel



ellii.com/students
G 7 T 9 M M

Course Requirements and Instructional Methods

This is a hybrid course delivered in a short-term format. You will meet two times a week face-to-face. The rest of your work will be completed online in Canvas and Burlington English.

It is VERY important for you to make sure you do your work each week! Because of the flexibility to complete your work outside of class, deadlines WILL NOT be extended.

Ellii.com. Ellii is the program we will be using in our class. It takes the place of a textbook. Ellii English is required.

Manage your time. Do not try to complete your assignments in one day. It will be too much for you to do and too much for your brain to handle. “Online” does not mean “easy”. If you do not do your work, or you do not submit your work when it is due, you will not pass the class.

Communicate in English in class. 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.

You may be expected to speak in English in the following contexts:

- (1) with a partner;
- (2) in a small group;



IMPERIAL VALLEY COLLEGE

- (3) in a formal presentation in front of the class;
- (4) with your teacher;
- (5) in recorded, online assignments;
- (6) with strangers in out-of-class assignments.

You will also listen to audio clips and watch videos and will be expected to discuss and write about the content in English. We will do a variety of activities in class. Sometimes there will be a lecture and you will need to take notes (and ask questions!). Sometimes you will do individual writings and exercises, and sometimes you will do pair/group writings and exercises. You will also take tests throughout the term.

Success: Acquiring another language requires 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 you possibly can outside of class. College guidelines suggest that you study two hours for every hour of class. Since this is a five-hour class, this would mean that you are expected to study or participate in some other learning activity for an additional ten hours every week.'

Instructional Methodology: Demonstration, Discussion Group Activity, Individual Assistance Lecture, Distance Learning, Audio/Visual, Computer Assisted Instruction.

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 a semester. WASC has adopted a similar requirement.

Since this is an intensive course, you should expect to work at least 6-10 hours a week on Canvas and Ellii exercises.

Course Grading Based on Course Objectives

Communication	10%
Grammar/Language	30%
Writing	30%
Unit Assessments and Final Lesson Papers	30%
TOTAL	100%

Academic Honesty (Artificial Intelligence - AI)

IVC values critical thinking and communication skills and considers academic integrity essential to learning. Using AI tools as a replacement for your thinking, writing, or quantitative reasoning goes against both our mission and academic honesty policy and 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.

Accessibility Statement

Imperial Valley College is committed to providing an accessible learning experience for all students, regardless of course modality. Every effort has been made to ensure that this course complies with all state and federal accessibility regulations, including Section 508 of the Rehabilitation Act, the Americans with Disabilities Act (ADA), and Title 5 of the California Code of Regulations. However, if you encounter any content that is not accessible, please contact your instructor or the area dean for assistance. If you have specific accommodations through DSPS, contact them for additional assistance.

We are here to support you and ensure that you have equal access to all course materials.

Course Policies

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

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

Can I complete my work after the module closes? Yes! You must complete each module by the deadline. Late work will be penalized.

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 takes 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. I do not drop students at any other time during the semester.

CLASS ATTENDANCE and PARTICIPATION

Class attendance is required for this course. You will also have exercises on Canvas and in Ellii.com, but you must also attend class.

Regular participation is required. Participation includes:

- Posting and responding in weekly discussions;
- Completing weekly work on Canvas;
- Completing weekly work in Ellii English;
- 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.

Other Course Information

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.



Financial Aid

Your Grades Matter! In order to continue to receive financial aid, you must meet the Satisfactory Academic Progress (SAP) requirement. Making SAP means that you are maintaining a 2.0 GPA, you have successfully completed 67% of your coursework, and you will graduate on time. If you do not maintain SAP, you may lose your financial aid. If you have questions, please contact financial aid at finaid@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 (Subject to Change Without Prior Notice)

Date or Week	Activity, Assignment, and/or Topic	Due Dates/Tests
Weeks 1-2 Feb. 17 – 28	<ul style="list-style-type: none"> • Syllabus • Module 0 – Introduction to the course • Module 1 <ul style="list-style-type: none"> ✓ Review the simple present vs. the present progressive. ✓ Review the simple past vs. the past progressive. ✓ Review parts of speech. ✓ Learn about clauses and phrases. ✓ Learn about formatting an academic paper. 	Complete review exercises on Ellii.com. Participate in a discussion. Test your grammar. Write a paper. Take a test. Assess your learning.
Weeks 3-4 Mar. 1 – 14	<ul style="list-style-type: none"> • Module 2 <ul style="list-style-type: none"> ✓ Review the future tense. ✓ Learn about the present perfect. ✓ Learn about clauses and phrases. ✓ Learn topic sentences. 	Complete review exercises on Ellii.com. Participate in a discussion. Test your grammar. Write a paper. Take a test. Assess your learning.
Weeks 5-6 Mar. 15 – 28	<ul style="list-style-type: none"> • Module 3 <ul style="list-style-type: none"> ✓ Learn about the present perfect progressive. ✓ Review the present progressive, for/since. ✓ Learn about the relative clauses. ✓ Practice editing. ✓ Learn about writing a recommendation. 	Complete review exercises on Ellii.com. Participate in a discussion. Test your grammar. Write a paper. Take a test. Assess your learning.

Date or Week	Activity, Assignment, and/or Topic	Due Dates/Tests
Weeks 7-8 Mar. 29 – Apr. 18	<ul style="list-style-type: none"> • Module 4 ✓ Review simple past vs past progressive. ✓ review relative clauses. ✓ learn about sentence errors. ✓ learn about conditionals. ✓ learn about letters of complaint. 	Complete review exercises on Ellii.com. Participate in a discussion. Test your grammar. Write a paper. Take a test. Assess your learning.
Weeks 9-10 Apr. 19–May. 02	<ul style="list-style-type: none"> • Module 5 ✓ Review the sentence structure. ✓ Learn gerunds and infinitives. ✓ Learn about the structure of an opinion paper. 	Complete review exercises on Ellii.com Participate in a discussion. Test your grammar. Write a paper. Take a test. Assess your learning.
Weeks 11-12 May. 03–May. 16	<ul style="list-style-type: none"> • Module 6 ✓ Review gerunds and infinitives. ✓ Prepare to write an opinion paper. 	Complete review exercises on Ellii.com Participate in a discussion. Test your grammar. Write a paper. Take a test. Assess your learning.
Weeks 13-14 May. 17–May. 30	<ul style="list-style-type: none"> • Module 7 ✓ Learn about the past perfect. ✓ Learn about the past perfect progressive. ✓ Review pronouns in English. ✓ Learn another structure for an opinion paper. 	Complete review exercises on Ellii.com Participate in a discussion. Test your grammar. Write a paper. Take a test. Assess your learning.
Weeks 15-16 May. 31–Jun. 12	<ul style="list-style-type: none"> • Module 8 ✓ Complete your final paper. ✓ Complete a grammar quiz on Ellii. ✓ Reflect on your learning. 	Complete review exercises on Ellii.com Participate in a discussion. Test your grammar. Write a paper. Take a test. Assess your learning.

***Subject to change without prior notice**