ESOL INTENSIVE LEARNING COMMUNITY

Being a Sustainable World Community

“Be the change you wish to see in the world.” - Mahatma Gandhi

Richland College, School of World Languages, Cultures and Communications

**ESOL 0031/0041/0051/0061.83022**

**Fall 2014**

<table>
<thead>
<tr>
<th>Course</th>
<th>Date</th>
<th>Time</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>ESOL 0031 8022 L/S</td>
<td>8/25 – 10/17</td>
<td>9:30-11:15am</td>
<td>Branks, S.</td>
</tr>
<tr>
<td>ESOL 0041 8022 Reading</td>
<td>10/20 – 12/09</td>
<td>9:30-11:15am</td>
<td>Hickerson, D.</td>
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<tr>
<td>ESOL 0051 8022 Writing</td>
<td>8/25 – 12/09</td>
<td>9:00-10:20 am</td>
<td>Branks, S.</td>
</tr>
<tr>
<td>ESOL 0061 8022 Grammar</td>
<td>8/25 – 12/09</td>
<td>10:30-11:50 am</td>
<td>Branks, S.</td>
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Room: C 224

**PROGRAM FACULTY**

Scott Branks del Llano
Office: L-227
Telephone: 972-238-6369
Email: sbranks@dcccd.edu
Office Hours: TBA

Danielle Hickerson
Office: ACCESS
Telephone: 972-238-6140
Email: 
Office Hours: TBA

**IMPORTANT DATES**

Drop Dates: Last day to drop with a “W”: Thursday, April 16
Classes begin: January 20.
District Conference Days: February 19 & 20 - No Classes
Spring Break: March 9-13
REQUIRED TEXTS

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Author</th>
<th>Ed/Vol/ YR</th>
<th>Publisher Name</th>
<th>ISBN</th>
</tr>
</thead>
<tbody>
<tr>
<td>0041</td>
<td>Ready to Read Now– A Skills Based Reader</td>
<td>Blanchard &amp; Root</td>
<td></td>
<td>Longman / Pearson</td>
<td>0-13-177647-9</td>
</tr>
<tr>
<td>0051</td>
<td>Great Writing 2: Great Paragraphs</td>
<td>Folse, Muchmore-Vokoun, &amp; Solomon</td>
<td>3rd</td>
<td>Heinle Cengage Learning</td>
<td>1-4240-5100-2</td>
</tr>
<tr>
<td>Lab</td>
<td>For Your Information Reading and Vocabulary Skills</td>
<td>Blanchard Root</td>
<td>2007</td>
<td>Pearson Education, Inc.</td>
<td>978-0-13-199182-8</td>
</tr>
</tbody>
</table>

ADDITIONAL MATERIALS
- hard-backed, loose-leaf notebook binder (2" or bigger)
- set of dividers
- loose-leaf paper and computer paper
- Computer CDs or flash drives for saving documents
- field trip expenses
- pens, pencils, and highlighters

PRE-REQUISITES
Students must show readiness for the ESOL Intensive Learning Community based on COMPASS and ISEE Test Scores. Students may be asked to move to a different course/level based on the discretion of the instructors and the ESOL Learning Community Coordinator.

COURSE DESCRIPTION
This is a fast-track ESOL program for students who want to complete 12 hours in one semester. The language skills of listening/speaking, reading, writing and grammar are taught together. Students will take part in a variety of activities to include field trips. Students attend class each day for 16 weeks. These classes cannot be taken separately.

EDUCATIONAL PHILOSOPHY
We believe that learning is an active and cooperative process. We see ourselves as facilitators in building a learning community. We expect each member to contribute his or her unique knowledge and skills. We will help one another improve and succeed. We are committed to a multicultural curriculum, methodology, and vision. As members of this learning community, our responsibilities will include evaluating our own learning progress as well as that of our peers.

COURSE METHODOLOGY
The course methodology emphasizes participation. We will use a variety of learning situations including reading, writing, and conferencing with instructors, peer reviewing, and group work, lectures, guest speakers and videos. We will take a field trip and utilize the library as well as the computer lab.
COURSE OBJECTIVES/LEARNING OUTCOMES

**ESOL 0031 -- Speaking and Listening**
This class will help you with your conversation and listening skills to improve communication with others. You will practice listening with understanding and informal speaking to help your pronunciation, stress, and intonation patterns when you communicate. Consonant and vowel sounds will be practiced.

**Listening Skills:**
- understand main ideas and meaning through listening
- follow instructions and directions
- recognize certain sounds, stress, and intonation patterns in words and sentences

**Speaking Activities:**
- make introductions
- role play and practicing dialogues/conversations
- discuss and practice body language/non-verbal communication
- describe and compare
- ask for information, give directions and advice
- discuss points of view and opinions
- tell stories and give reports
- summarize, interpret, and predict information

**Pronunciation Practice:**
- learn the speech mechanism and points of articulation
- practice the consonant and vowel system
- practice stress, rhythms, and intonation in speech
- understand how spelling and sounds are related

**ESOL 0041 -- Reading**
This course focuses on language development through reading activities. It includes reading comprehension, vocabulary building, study skills techniques, and intercultural sharing. In this course you will be able to use a variety of comprehension and vocabulary skills such as the following:

- develop reading comprehension by identifying the main idea and understanding supporting details
- read and understand print from real-life situations
- understand vocabulary in terms of context clues and word formation: roots, prefixes, suffixes, synonyms, antonyms, homonyms
- read efficiently by utilizing pre-reading strategies, perceptual skills, chunking, skimming and scanning
- understand cultural differences through intercultural sharing and exposure to the U.S. Culture and other World Cultures
- develop study skills by distinguishing basic test-taking techniques

**ESOL 0051 -- Writing**
This class helps you to create sentences and groups of sentences, which clearly communicate ideas. You will learn to apply correct grammatical structures to written sentences including:
• Write simple sentences using a variety of patterns
• Combine simple sentences into compound and complex sentences
• Use controlled and string sentence techniques
• Write sentences for specific purposes
• Apply correct grammar to writing
• Use basic sentence writing skills (capitalization, punctuation, word order, and spelling)
• Learn how to edit sentences for errors
• Understand basic paragraph form
• Write as a process involving:
  ▪ Inventing (getting ideas)
  ▪ Drafting (writing down your ideas)
  ▪ Revising (making changes to clarify meaning)
  ▪ Editing (correcting grammatical and syntactic mistakes)

**ESOL 0061 -- Grammar**
This course is designed to improve your understanding and use of grammatical structures in speaking and writing activities. It introduces and reviews the basic aspects of English grammatical structures necessary for writing simple and compound sentences.

• establish a common grammar vocabulary
• gain understanding of the basic verb structure
• create simple sentence and question patterns
• understand noun and pronoun usage
• apply the grammatical structures learned to form complete simple and compound sentences.

**LEARNING RESOURCES**

▪ WH 261 Lab - ELLIS software, Grammar Mastery II software, tapes, workbooks, and reference books.
▪ LRC (Learning Resource Center/Library), L031 - Reference librarians are available to assist with research questions.
▪ Computer Lab, Del Rio - Lab assistants are available to assist in software applications and word processing
▪ Conversation partners, C183 - Senior citizens are available to assist in conversation practice and brainstorming
▪ Center for Tutoring and Learning Connections, M216 - Free tutors and workshops
▪ ESOL Corner – Free tutors and workshops – by instructor referral

**COURSE POLICIES**

**PARTICIPATION**
Participation in class and in field trips is **mandatory**. You will be asked to complete paperwork prior to each field trip and also asked to cover field trip expenses.

**HOMEWORK**
No late work will be accepted unless you make special arrangements with your instructor. If you miss a test, no make-up test will be given unless special arrangements have been made with the instructor. If you miss class, it is YOUR responsibility to get the homework assignment. It is a good idea to exchange phone numbers with a classmate so you can get the homework assignments and other information you may need for the next class meeting. All homework and essay assignments should include the following information in the upper right corner: your name, the date, the course and the section number.
ATTENDANCE
In order to be successful, students must attend and participate in enrolled courses. You are expected to attend each class period. Punctuality is important for success in American culture. We will begin class promptly. We expect you to be on time and to stay until dismissal. Since many important assignments will be completed during class time, the chart below outlines our attendance policy.

3 lates = 1 absence
1 early departure = 1 absence
6 absences = 10 points off final course grade
7 absences = 20 points off final course grade
8 or more absences = 30 points off final course grade

ACADEMIC PROGRESS
Students are encouraged to discuss academic goals and degree completion with their instructors. Specific advising is available throughout the semester. Check www.richlandcollege.edu/admissions/process.php for more details.

EVALUATION

LISTENING & SPEAKING 20% Presentations
30% Midterm Exam/Final Exam
20% Homework and Class Participation
20% Listening and Pronunciation Activities
10% Listening & Speaking Lab

*READING 20% Homework & Class Participation
20% Reading Project
30% Midterm Exam/Final Exam
20% Quizzes & Tests
10% Reading Lab

*WRITING 40% In-class & Take-home essays
20% Writing Exams
30% Writing Quizzes/Homework/Participation
10% Writing Lab

*GRAMMAR 40% Unit Exams and Quizzes
30% Midterm Exam/Final Exam
20% Homework/Participation
10% Grammar Lab

GRADING SCALE

READING: A=90-100; B=80-89; C=75-79; D= 74 – 69; F 59 and below; N = <75%, if you stop attending or participating but do not officially drop the course. *Students must pass Writing 0051 with a 75% or higher in order to pass Reading.

WRITING: A=90-100; B=80-89; C=75-79; D= 74-69; F 59 and below; N = <75%, if you stop attending or participating but do not officially drop the course. *Students must pass Reading 0041 with a 75% or higher in order to pass Writing.
GRAMMAR: A=90-100; B=80-89; C=79-70; D=69-60; F 59 and below; N = <75%, if you stop attending or participating but do not officially drop the course. *Students must receive a 70% or higher in grammar and a 75% in Writing to pass grammar.

LISTENING/SPEAKING: A=90-100; B=80-89; C=79-70; D=69-60; F 59 and below; N = <75%, if you stop attending or participating but do not officially drop the course. Students must receive a 70% to pass Listening and Speaking.

END OF COURSE EVALUATION
At the end of the semester, each student will meet with his/her instructors to receive final grades and a course completion form. Students may then go to the Multicultural Center to register for the next semester. The Fall 2014 meeting date is Tuesday, May 12, 2015. If you are planning to travel, arrange to leave after this date.

ACADEMIC PROGRESS
Students are encouraged to discuss academic goals and degree completion with their instructors. Specific advising is available throughout the semester. Check www.richlandcollege.edu/admissions/process.php for more details.

LAB REQUIREMENT
For each course, you are required to complete six lab assignments outside of class. These can be completed on any computer with internet access. These assignments are designed to give you extra practice in writing, grammar, reading, and listening/speaking to help fulfill the objectives of these courses. During your first week, you will receive instructions needed to complete the assignments. You are responsible for completing all lab assignments and quizzes by the due dates listed in eCampus. If you have any questions about your labs, you need to contact your lab instructor, Alice Lee (alee@dcccd.edu) (972-238-6057). *The grade you receive upon completion of all lab assignments is worth 10% of your lecture course grades. Failure to submit your lab assignments will affect your lab grade, and ultimately affect your final grade for your courses.

ACADEMIC RESPONSIBILITY AND INTEGRITY
Academic dishonesty is a violation of the Code of Student Conduct. Academic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion. Cheating includes copying from another student's test or homework paper, using materials not authorized, collaborating with or seeking aid from another student during a test, knowingly using, buying, selling, stealing, or soliciting the contents of a pre-administered test, and substituting for another person to take a test. Plagiarism is the appropriating, buying, receiving as a gift, or obtaining by any means another’s work and the unacknowledged submission or incorporation of it in one’s own written work; essentially, this means using and presenting another person’s words, ideas, or writing as your own. Collusion is the unauthorized collaboration with another person in preparing written work for fulfillment of course requirement. Academic dishonesty is a serious offense in college. You can be given a failing grade on an assignment or test or even be suspended from college. Students who are determined to be involved in such activities shall be punished as prescribed by college and Board policies outlines in the Student Code of Conduct. All work submitted for this course must be your own. Any student caught plagiarizing will be punished with a failing grade of F for the assignment and will not be allowed to make up the assignment. You can learn to properly cite sources using the MLA format by visiting the Richland College Library Guide to MLA format at: http://ollie.dcccd.edu/library/Module4/M4-V/examples.htm

INSTITUTIONAL POLICIES:
For Institution Policies, please refer students to www.richlandcollege.edu/syllabusinfo/syllabiInformation.pdf

WITHDRAWAL POLICY AND DROP DATE
If you are unable to complete the semester and have to stop coming to class, it is your responsibility to withdraw formally by going to the Multicultural Center to complete paperwork to officially drop the class. The last day to drop from the ESOL Intensive Learning Community is Thursday, April 16. Failure to do so will
result in your receiving a performance grade, usually an "F." If you drop a class or withdraw from the college before the official drop/withdrawal deadline, you will receive a "W" (Withdraw) in each class dropped.

**OBTAINING FINAL COURSE GRADES USING ECONNECT**

Final Grade Reports are no longer mailed. Convenient access is available online at [www.econnect.dcccd.edu](http://www.econnect.dcccd.edu) or by telephone at 972-613-1818. Use your identification number when you log onto eConnect, an online system developed by the DCCCD to provide you with timely information regarding your college record. Your grades will also be printed on your Student Advising Report, which is available in the Admissions and Student Records Office, T170.

**FINANCIAL AID STATEMENT**

Students who are receiving any form of financial aid should check with the Financial Aid Office prior to withdrawing from classes. Withdrawals may affect your eligibility to receive further aid and could cause you to be in a position of repayment for the current semester. Students who fail to attend or participate after the drop date are also subject to this policy.

**ADA STATEMENT**

If you are a student with a disability and/or special needs who requires accommodations, please contact Richland College Disability Services Office in Thunderduck Hall, T120 or by telephone at 972-238-6180.

**RELIGIOUS HOLIDAYS**

Students who will be absent from class for the observation of a religious holiday must notify the instructor/s in advance. Please refer to the college catalog “Student Obligations” section for more information.

**REPEATING THIS COURSE**

Effective beginning Fall Semester 2006, the Dallas County Community Colleges will charge additional tuition to students registering the third or subsequent time for a course. Developmental Studies and some other courses will not be charged additional tuition. Third attempts include courses taken at any of the Dallas County Community Colleges since the Fall 2002 semester. Students should take care in dropping a course, as the third or future attempt to retake a course will result in additional tuition. There is not an appeal process.

**SMOKING, EATING, AND DRINKING**

Campus policy restricts students from smoking in any campus buildings. Eating and drinking are permitted within reason as long as the instructors agree it does not interfere with the class. Students are responsible for keeping the class neat and clean. Additionally, each student must sign a form stating he/she agrees with the terms of the policy. Instructors must collect and keep the signed statements on file. The form is attached to this syllabus. Please sign it and return it to your teachers.

**DISCLAIMER RESERVING RIGHT TO CHANGE SYLLABUS**

The instructor reserves the right to amend this syllabus as necessary.
Food and Drink Policy

Spring 2015 - ESOL Intensive Learning Communities Section 83022

I understand that bringing food and drinks into the college classroom is a privilege and a responsibility. Out of respect for other members of the Richland College community, I agree to take full responsibility for my actions. This includes, but is not limited to removing cans, bottles, trash, etc. from the classroom when I leave, and depositing this trash in appropriate receptacles. Also, I agree to clean up spills and if special cleaning is needed, to contact appropriate college personnel immediately. Additionally, out of respect for my classmates and instructors, I will limit my food to snack foods that are not disruptive in odor or noise.

Signature_____________________________________________________

Printed Name: _________________________________________________

Date________________________

No Plagiarism Promise

Spring 2015 - ESOL ILC Section 83022

I understand that all work I turn in for any Learning Communities class must be my own. If I use material or ideas of authors or speakers other than myself, I promise to correctly cite these sources using proper MLA format. I realize that any work turned in that contains sources which are not correctly credited will result in my receiving a zero on that assignment.

Signature: ______________________________________ Date________________________

Printed Name: _________________________________________________

PHOTOGRAPHIC AND SOUND RELEASE

TO: Dallas County Community College District
    R. Jan LECROY Center for Educational Communications
    Cynthia Miller
    Scott Branks

I hereby grant to you the irrevocable right to distribute, exhibit, license and use, in any way, the film, video, and/or still photographs made by you of my likeness, poses, acts and appearances and the sound recordings of my voice (collectively the “Images”) for educational and promotional purposes in perpetuity throughout the world in all media. I release the District, its staff, and representatives of and from any claims (monetary or otherwise) that I may have related to the Images. All published works made by or for the District using the Images shall be the exclusive property of the District. I warrant to the District that I have read this Release and fully understand its terms.

Signature: ______________________________________ Date________________________

Printed Name: _________________________________________________

DCCCD Student ID#: ________________________________