COLLIN COLLEGE

COURSE SYLLABUS

Semester/Year: Spring, 2016

Course Number: ESLC 0305.S01  MWF  10 AM

Course Title: ESL Oral Communication, Intermediate

Course Description: Develops listening and speaking skills in speakers of languages other than English and prepares them to function in educational, vocational and/or personal English-speaking contexts. Emphasis on developing non-native speakers' intermediate listening and speaking skills to facilitate natural communication. Oral skills are developed through individual presentations and interactions in dyads, and in small and large groups. Aural skills are developed through classroom interaction, outside assignments, and video and audio clips designed to enhance non-native speakers' skills in understanding both formal and informal speech styles of English. Focus is given to students' spoken grammar, pronunciation, vocabulary, and exposure to U.S. culture. Lab required.

Note: May not be used to satisfy the requirements of an associate degree. Developmental courses may be taken for a combined total of no more than 27 credit hours. In addition, you may repeat this course only once after receiving a grade, including "W". If you drop this course before census day, it will not count against you.

Course Credit Hours: 3
Lecture Hours: 3
Lab Hours: 1

Prerequisite: Placement in ESLC 0305

Student Learning Outcomes:
- State-mandated Outcomes: Upon successful completion of this course, students will:
  1. Demonstrate understanding of authentic oral texts (e.g., lectures, news casts, pod casts) that contain sophisticated vocabulary and structures by successfully completing comprehension tasks, such as answering questions, note-taking, outlining, paraphrasing, summarizing, or evaluating the content, etc. [comprehension tasks such as identifying main, supporting ideas, and implied meaning are subsumed.]
  2. Plan and deliver formal oral presentations using appropriate vocabulary and syntax, recognizable organization, clear pronunciation, non-verbal cues, and appropriate volume and intonation, and respond appropriately to questions.
  3. Speak with fluency, using complex and accurate language, clear pronunciation and prosodic elements (e.g., intonation, rhythm, word and sentence stress).
  4. Demonstrate the ability to use a range of formal and informal language appropriate to context.
  5. Participate in discussions in formal and informal settings using active listening skills and making appropriate and extended comments.
  6. Assess own language production and use appropriate self-monitoring strategies such as rephrasing, re-directing, asking for clarification, and circumlocution.
  7. Analyze and evaluate oral expression by listening critically for elements that reflect an awareness of situation, audience, purpose, and diverse points of view.
  8. Demonstrate knowledge of a wide range of cultural conventions and references in oral and nonverbal communication.
- Additional Collin Outcomes: Upon successful completion of this course, students will be able to communicate effectively in situations where conversational English is used. Students will learn about cultural differences and cross-cultural communication.

Withdrawal Policy: See the current Collin Registration Guide for last day to withdraw.

Collin College Academic Policies: See the current Collin Student Handbook.

Americans with Disabilities Act Statement: Collin College will adhere to all applicable federal, state and local laws, regulations and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the
student’s responsibility to contact the ACCESS office, SCC-D140 or 972.881.5898 (V/TTD: 972.881.5950) to arrange for appropriate accommodations. See the current Collin Student Handbook for additional information.

Withdrawal Policy: “See the current Collin Registration Guide for the last day to withdraw."

DE Administrative Withdrawal:

Administrative Withdrawal: Participation in class is an essential requirement of this course. Maintain contact with your professor if you are not able to attend class or complete an assignment on time. If you miss more than 20% of the meetings of a Developmental Education class between the beginning of class and the college withdrawal date, you may be administratively withdrawn from this class. Administrative withdrawal may have academic, financial, financial aid, and visa implications. It will count toward Collin’s Repeat Policy and the 27-hour limitation on Developmental Education courses. Administrative withdrawal will take place after the full refund period, and if you are administratively withdrawn from the course you will not be eligible for a tuition refund. If you have questions about the administrative withdrawal policy, please contact your professor.

Repeat Policy: Developmental courses may be taken for a combined total of no more than 27 credit hours. In addition, you may repeat this course only once after receiving a grade, including W. If you drop this class before census day, it will not count against you.

Method of Evaluation:

10 % Labs
20 % Class Attendance and Activities
50 % Listening Quizzes
20 % Oral Final Exam and Listening Final Exam

Lab Component: The lab assignments provide you with extra listening/speaking practice and constitute 10% of your final grade in ESLC0305. Your lab grade will depend on how many labs you complete.

<table>
<thead>
<tr>
<th>Lab Credits</th>
<th>Lab Grade</th>
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<tbody>
<tr>
<td>16</td>
<td>100</td>
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<tr>
<td>15</td>
<td>90</td>
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<tr>
<td>14</td>
<td>80</td>
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<tr>
<td>13</td>
<td>70</td>
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<tr>
<td>12</td>
<td>60</td>
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You will receive a handout with all the lab options and instructions.

Grading Policy: Grade AD, BD, CD, FD or I will be awarded. A grade of “DD” will not be awarded.

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<thead>
<tr>
<th>Grade</th>
<th>Description</th>
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<tbody>
<tr>
<td>AD</td>
<td>90% average or more on graded assignments</td>
</tr>
<tr>
<td>BD</td>
<td>80%-89% average on graded assignments</td>
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<tr>
<td>CD</td>
<td>70%-79% average on graded assignments</td>
</tr>
<tr>
<td>FD</td>
<td>Less than 70% average on graded assignments</td>
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<tr>
<td>W</td>
<td>Withdrawn</td>
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Students who are concurrently enrolled through Continuing Education have the same requirements for performance as students who are registered for credit. Non-credit students will receive their grades by mail from the Developmental Education Division.

Course Requirements: In order to successfully complete this course, students must do the following:

- Attend class regularly (See attendance policy.)
- Complete tests, quizzes, class activities, lab assignments, and homework.
- Complete the departmental final exams (Final exams must be taken on the scheduled test dates.)
INSTRUCTOR

**Instructor’s Name:** Linda Kapocsi  
**Office Number:** SCC K219  
**Office Hours:**  
- **Mondays:** 12:15-12:45 p.m.;  
- **Tuesdays:** 8:30 - 9:30 a.m.; 11:30 a.m. - 12:00 p.m.;  
- **Wednesdays:** 12:15-2:15 p.m.;  
- **Thursdays:** 8:30 a.m. - 9:30 a.m.; 11:30 a.m. - 12:00 p.m.;  
- **Fridays:** 12:15 - 12:45 p.m.  
**Other times available upon request.**

**Phone Number:** 972-578-5528  
**Email:** lkapocsi@collin.edu  
**Website:** http://iws.collin.edu/lkapocsi/

**Class Information:**  
- **Section:** S01  
- **Meeting Times:** Mondays, Wednesdays, and Fridays 10:00 a.m. - 10:50 a.m.  
- **Meeting Location:** SCC B114

**Course Resources:**  
*Let’s Talk 3 Second Edition* by Leo Jones

**Supplies:**  
- 6 Form 882E Scantrons, a 3-ring notebook/binder, notebook paper, pencil, pen, eraser, highlighter, a small stapler

**Attendance Policy:** Attend class regularly with no more than three hours of absences. Students are expected to attend each class and to arrive on time. Each absence beyond **three class hours** will result in the final grade being lowered. If a student is **late or leaves class early** three times, it will count as one absence. If a student is absent, it is his/her responsibility to ask the instructor or classmates about missed assignments.

**Classroom Expectations**

**Cell Phones, Pagers, Laptops, and Headphones in Classrooms Policy**
Cell phones and pagers should be turned off and put away at all times during class times. Do not answer your phone during class time, send or check text messages during class, or leave the room to answer or make phone calls. Headphones are not to be used in classrooms and computer labs and should be put away during class times. Laptops must be put away at all times in this class, unless you have permission to use them for a project. 7-2.45, pp. 194-5 in the Student Handbook: "Collin College may initiate disciplinary proceedings for student violations, including, but not limited to, a student who: engages in the use of media or telecommunications devices during class, Collin College labs, and/or other learning environments. In addition, all media and telecommunication devices must be completely turned off (not on silent or vibrate) while taking examinations and prior to entering the Testing Center testing room."

**Classroom Courtesies**
In this class, we treat others as we would like to be treated. Respect and courtesy are expected towards the professor and other students at all times. Any disruptive or rude behavior will not be tolerated. I do not allow food or drinks in our computer labs. As for the classroom, you may bring food and capped/covered drinks as long as they don't bother anyone else and as long as you clean up after yourself.

**Late Work**
Late work is not accepted. Tests cannot be made up. Near the end of the semester, there will be an opportunity to complete three optional assignments that can replace your three lowest non-test grades.
Tentative Course Schedule
Tentative Course Schedule Fall 2015
ESLC 0305.S01 MWF

<table>
<thead>
<tr>
<th>Week</th>
<th>Lessons/Topics/Labs:</th>
<th>Assignment and Test Due Dates:</th>
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</table>
| Jan. 18-22   | Introductions; Orientation; Unit 1; Introduce Self Study and Lab Instructions | 1. Purchase supplies for class.  
2. Get Student ID Card in Student Life Office SCC F129.  
3. Determine username and password for Cougarweb and Blackboard. |
| Jan. 25-29   | Unit 1; Introduce Library Assignment 1  
Jan. 29: Meet Lab I230 - Lab Orientation (Cougarweb, Blackboard) | Weekly Homework: 1. After each new unit is introduced, listen to your CD and complete the corresponding Self Study at the back of the textbook and then check your answers with the Answer Key that follows.  
2. Using the Blackboard power points, review the vocabulary for the unit.  
3. Work on lab assignments. Complete 1-2 lab credits per week. 16 lab credits are due April 22.  
4. (Optional) If desired, use the classroom/textbook lesson CD’s on reserve in the library for review. |
| Feb. 1-5     | Wed. Feb. 3: Meet Library L110  
Fri. Feb. 5: Meet Lab I230 | |
| Feb. 8-12    | Review Units 1-3  
Fri. Feb. 12: Meet Lab I230 | Due Feb. 10: *Library 1 QUIZ 1 Units 1-3 Feb. 12 in Lab |
| Feb. 15-19   | Unit 4; Introduce Oral Presentation 1/Oral Presentation Skills Lesson | Due Feb. 19: *Library 2 |
| Feb. 22-26   | Units 5 and 6 | |
| Feb. 29-Mar. 4 | Unit 6; Review Units 4-6 | QUIZ 2 (Units 4-6) Mar. 4 |
| Mar. 7-11    | Spring Break – No Classes March 7-10  
College Closed Mar. 11-13 | |
| Mar. 14-18   | Oral Presentations 1  
Note: March 17 – ESL Scholarship Luncheon SCC Conference Center 12 p.m. | DUE: Oral Presentation 1 |
| Mar. 21-25   | Unit 7; Introduce Oral Presentation 2  
No Class March 25  
Spring Holiday: Mar. 25-27 – College Closed | |
<p>| Mar. 28-Apr. 1 | Note-Taking Practice ADV.: Units 8 and 9 | Mar. 30 *Library 3 |
| Apr. 4-8     | Unit 9 | QUIZ 3 Apr. 8 Units 7-9 |</p>
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<tr>
<th>Date</th>
<th>Assignment</th>
<th>Due Date</th>
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<tr>
<td>Apr. 11-15</td>
<td>Oral Presentations 2</td>
<td>DUE: Oral Presentation 2</td>
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<tr>
<td>Apr. 18-22</td>
<td>Review for Final Exams;</td>
<td>DUE: Apr. 18  *Library 4;</td>
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<td>DUE: Apr. 22  Lab Folder</td>
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<tr>
<td>Apr. 25-29</td>
<td>Review and Test</td>
<td>DUE: Apr. 25 – Optional Extra Credit Folder</td>
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<td>Apr. 25 – Review for Finals</td>
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<td>*Listening Final Exam: Wed. Apr. 27- in our regular classroom</td>
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<td>Apr. 29- Review for Oral Final</td>
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<td>May 2-6</td>
<td>No Class Except May 2 Final Exam in Other Professor’s Office/Classroom</td>
<td>Oral Final Exam: Mon. May 2- Per Schedule with Other Professor</td>
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<tr>
<td>May 9-13</td>
<td>No Classes</td>
<td>No Classes</td>
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*Notes for Library Assignments:*

Library 1: *Where There’s a Will There’s an A* Video 1 (one handout)

Library 2: *Where There’s a Will There’s an A* Videos 2 and 3 (one handout)

Library 3: *Where There’s a Will There’s an A* Videos 4 and 5 (two handouts)

Library 4: *Where There’s a Will There’s an A* Video 6 (one handout)

To locate the video note-taking handouts, go to Google Chrome or Firefox. Go to elearning.collin.edu. Enter our course and click on “Content” on the left side. Then click on “Handouts”. Inside the Handouts Folder, find the handout you want, and click on the name of the video/handout and then “open” it and print it out. Take the printout and your Collin ID Card with you to the Collin College SCC Library Circulation Desk. Ask the librarian for the video, which I have on reserve for my classes. Then go upstairs to L219 or L218 to a viewing room to watch the video and answer the questions on the handout. Get a 2 carbon-copy receipt from the librarian and staple both copies to your completed handout.

(If you have difficulty with Blackboard, contact elearning at elc@collin.edu or 972-881-5870 or visit the elearning office at SCC L257. If you need an ID Card, go to SCC F129/F130.)

Final Grades:

To obtain your final grade for each course, check the Cougarweb home page, under the heading “Student Quicklinks”. Click on “Final Grades” at the end of next week. Remember, your final average grade (A, B, and so on) will be followed by the letter “D” which stands for “Developmental Course”. The “D” isn’t part of your grade but just shows that this course was a developmental course. You can also see your final exam grades and your final average in Blackboard My Grades in the next couple of days. Continuing Education students will receive grades via mail and Blackboard My Grades.