



ESL 6A Syllabus
Section: 8084

Professor Nancy Sander

Class Hours: online

Office Hours: TBA daily and by appointment *online and office appointments are possible.*

GC 280-F

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Please use ETUDES for private email messages

Welcome

This semester, you will work to develop your writing, reading, vocabulary and critical thinking skills. The goal is for you to be a better reader, thinker and more confident writer by the end of this course. The skills you learn here will help you succeed both in and out of class. To be successful in this class, you must put keep up with assignments and adhere to deadlines and make use of all the information posted in the ETUDES site. Weekly participation in the course is mandatory. For an online course, I recommend daily participation.

Course Description:

This is a course in written composition and critical reading skills. It is tailored for multilingual students. This course prepares students for ESL 8, and college level courses. You will collaborate with your classmates a lot during the semester. **Be prepared to collaborate.**

Prerequisite:

Level Placement by the ESL assessment or completion of ESL 5A with a "C" or better.

Required Texts and Materials:

Book: Effective Academic English-Level 2 Second Edition ISBN 978-0-19-4323475

Student Objectives:

Upon successful completion of this course, students will be able to:

- Employ prewriting techniques
- Outline
- Compose effective thesis statements

- Demonstrate knowledge of the structure of an essay through strong introductions; strong body paragraphs with cohesion and specific details; well-focused topic sentences; and effective conclusions
- Demonstrate strong sentence structure with conciseness and variety
- Analyze and think critically about readings and their usefulness. Students will synthesize from multiple sources
- Summarize using paraphrasing and effective quoting
- Understand the concept of plagiarism, identify it, and eliminate it in their own work
- Demonstrate correct use of grammar and mechanics in writing
- Be able to revise work with 75 – 90% accuracy.

Student Learning Outcomes and Institutional Learning Outcomes

This course will facilitate the following **Student Learning Outcome:**

SLO =Argue a point and support it in written form. Write a persuasive 500 to 750 word essay that presents a focused and clear response to an academic prompt.

This course will facilitate the following **Institutional Learning Outcomes:**

“Critical Thinking: Analyze problems by differentiating fact from opinion, using evidence, and using sound reasoning to specify multiple solutions and their consequences.”

“Cultural Diversity: Respectfully engage with other cultures in an effort to understand them.”

“Ethics: Practice and demonstrate standards of personal and professional integrity, honesty and fairness; apply ethical principles in submission of all college work.”

Course Requirements and assignment guidelines

You must login every week to read about assignments, read class announcements, participate in class discussions, and send/read private messages. The instructor has the ability to see how often you login/use Etudes through the activity meter. If the instructor detects that you are not logging in and using Etudes sufficiently, you will be notified about this and action must be taken immediately to correct this lack of activity.

Tests

Tests will be given regularly to ensure that you are keeping up with the reading/grammar assignments. Tests must be taken by their due dates.

Writing Assignments

Writing assignments provide you the opportunity to practice and demonstrate skills learned in class. There will be six writing assignments. Unless otherwise specified, each assignment will consist of a first draft and a final draft. On the first draft, I will provide comments and

suggestions that you should use before submitting the second draft. **All writing assignments must be typed. Please use 14 font. Use 1.5 spacing. Use Arial font.**

We will use "Turnitin" for submitting several of your writings. Please register and watch the instructional video about how to use Turnitin"

Late Assignments

No late work is accepted. We are on a tight time line for submission of work.

Assignments are due by the assigned due date.

If you have an emergency or medical problem, you must provide *written documentation* with proof of the medical, or family emergency. (This includes deaths in the family, or hospitalizations.)

Proof of emergency does not excuse lack of attendance or submission of late work.

If you need to negotiate late work, you must make an appointment with the professor and provide documentation.

Discussion Questions

Each discussion question will have points. Please put some thought into your response and answer the question fully in order to receive the maximum points. Please check the discussion section for due dates as they will be locked on that date and no further submissions will be accepted.

Exams

There will be two exams, one midterm and one final. Each exam must be taken on the scheduled date. Please refer to the college schedule to find the exam date and time frame for this course. **Ours will be a timed test in the Assignments, Tests and Surveys area.**

How can I help you?

Professor Sander's TEACHING PHILOSOPHY

We focus our attention on the American academic environment and the culture. We use the academic environment to observe how we can study successfully within it. It is important for students to feel comfortable and to have trust with me and with each other.

We work on this trust and confidence building through graded discussions, writings and reactions to readings.

Collaboration, cooperation and engagement are important.

I provide the tools for students to feel engaged in the community in which we study, work and live. We study the structure of English, we deconstruct and construct vocabulary and we figure out how to continue these practices beyond my course. I welcome questions and a curiosity about language, people, and why we do what we do.

We can collaborate on how to share work through skype, uploading films from phones or computers, and other media sharing. Please help one another with technical ways that we can make this class as lively and humanly connecting as possible!

Grading

Please see ETUDES Assignments/Test Section for due dates

50 points Midterm and Final Exams

A 45 to 50

B 40 to 44

C 34 to 39

F 33 and below not passing= F

30 points

28 to 30=A

25 to 27=B

21 to 24=C

20 and below=F not passing

20 points

19 to 20=A

17-18=B

15-16=C

14 and below=F not passing

15 points

15 to 14=A

13 to 12=B

11=C

10=Below passing=F

10 points

10=A

9=B

7 to 8=C

0= F not passing

5 points

5=A

4=B

3=C

Once assignments have been graded, you can usually view them in the Gradebook Section. You can usually keep track of your progress throughout the semester by viewing your scores in the Gradebook Section.

Class Policies

Because class discussions and group work are an important part of this course, participation is critical.

Activity must be visible in the course. You will be dropped if you are not active by the end of the first week of class.

I will contact you if I see that you are not actively participating each week and regularly. Please check in at least 4 to 5 days per week.

Students may be dropped from class for lack of participation online. If you are absent, you must contact a classmate to find out about what was covered in class. Please make sure you get the contact information for someone in class. Do not contact the instructor about missed assignments if you are absent.

Dropping the class

It is your responsibility to drop the class if you are no longer planning to attend. Failure to withdraw may result in an "F" for the course. Please use the Student Information System online to drop a class and write down the confirmation number for your records or print it.

Contacting Me

The best and quickest way to contact me is by sending me a private message through Etudes. This will also be the way that I will contact you if I need to contact you on an individual basis. Please check for new personal messages on a frequent basis. I also encourage you to contact me online if you have any questions or concerns.

College Policies:

Academic Integrity (Plagiarism)

In accordance with code 9803.28, **academic dishonesty is prohibited and will not be tolerated in this class.** Violations of academic integrity include, but are not limited to, the following actions: cheating on an exam, plagiarism, working together on an assignment, paper or project when the instructor has specifically stated students should not do so, submitting the same term paper to more than one instructor, or allowing another individual to assume one's identity for the purpose of enhancing one's grade. Academic dishonesty of any type, such as cheating or knowingly furnishing false information, by a student provides grounds for disciplinary action by the instructor or college. In written work, no material may be copied from another without proper quotation marks, footnotes, or appropriate documentation.

- **Plagiarism will result in a zero for the assignment, possible dismissal from the class and disciplinary action from the college.**
- **You will receive one warning and a zero for the first offense.**

Student Conduct

According to code 9803.15, disruption of classes or college activities is prohibited and will not be tolerated. Refer to the catalog and the Standards of Student Conduct in the Schedule of Classes for more information.

Campus Resources:

Office of Disabled Student Programs and Services (DSP&S)

Student Services Building, 3rd floor. Room 320
(310) 287-4450.

West Los Angeles College recognizes and welcomes its responsibility to provide an equal educational opportunity to all disabled individuals. The Office of Disabled Students Programs and Services (DSP&S) has been established to provide support services for all verified disabled students pursuing a college education. DSP&S students may qualify for: priority registration, registration assistance, special parking permits, sign language interpreters and assistive technology (WLAC College Catalog). If you have a disability, please let the instructor know.

Instructional Support (Tutoring) & Learning Skills Center

Library First Floor (HLRC) | (310) 287-4486

Improve your reading, language, vocabulary, spelling, math fundamentals and chemistry knowledge with convenient, self-paced computer-aided courses in the Learning Skills Center. Increase your knowledge and learning success: sign up for tutoring in various college subjects (WLAC College Catalog).

Distance Learning: TECHNICAL ASSISTANCE

If you need any technical assistance with ETUDES, please contact the Distance Learning Center at (310)-287-4305. Or go to the WLAC website: wlac.edu/online

Important Dates to Remember

Last Day to Drop without a Fee Monday, September 8, 2014
Last Day to Drop without a "W" Monday, September 8, 2014
Last Day to File Pass / No Pass (formerly Credit/No Credit) Monday Sept. 8
Last Day to Drop with a "W" Friday, October 10.
Final Examination Period: The week of December 15th to the 21.

ALERT: Too many W grades can hurt your GPA. Be careful of getting W grades!

The instructor reserves the right to make changes to the syllabus as is necessary.

Holidays-College Closed

September 1, Monday-Labor Day
November 1-Saturday-Veterans Day
November 27-28-Thanksgiving Holiday (Thursday and Friday)
Non Instruction Day-November 29 -30 (No classes)

