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Engl 04 Fall 2013  
Grammar and Composition for ESL 4  
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Office #1716 (across from the tennis courts)  
Office hours: M/T/W/Th 9:00 -10:00 am

## Welcome

**Objectives:** By the end of this course you should have the ability to utilize a variety of intermediate to advanced grammatical structures in a written paragraph form.

**Outcomes:** Demonstrate understanding of dependant and independent clauses with correct punctuation to create sentences; identify and use adjective clauses to solve various life problems; demonstrate the knowledge of noun clauses by creating sentences using given stems; use and identify simple, progressive, and perfect tenses in the present, past, and future.

**Required Texts:** --Focus on Grammar 4, A High-Intermediate Course for Reference and Practice, 4th Ed. Student Book and Workbook

**Suggested Resources:** Thesaurus, Dictionary

**Attendance:** You will be dropped if you are absent for more than one week of class hours. One week of class hours equals 5 hours. Counseling and financial aid appointments are not excused absences. I will take role at the beginning and at the end of the class. If you are 5 to 15 minutes late, you will be marked late. If you come in late, do not interrupt the class proceedings. Come in and find your seat quietly. NOTE: The last day to drop with a "W" is Nov. 9. It is YOUR RESPONSIBILITY to drop using WebSTAR. *If you have 3 consecutive absences after the last day to drop with a "W", you will receive an "F" for your semester grade.*

### Grading:

|   |             |             |             |          |
|---|-------------|-------------|-------------|----------|
| Homework/Written Assignments/Workbook/Participation | 10%         |             |             |          |
| Lab Work Completion                                 | 10%         |             |             |          |
| Quizzes/Grammar to Writing /Written Assignments     | 20%         |             |             |          |
| Unit Tests  | 30%         |             |             |          |
| Final Exam  | 30%         |             |             |          |
| 90 + = A  | 80 - 89 = B | 70 - 79 = C | 60 - 69 = D | 59 - = F |

**Homework/Written Assignments/Workbook/Participation:** Please write your name, date, class code, and page number to identify your homework. Homework is due at the beginning of the class. I will not accept homework that does not have the class code and page number written on it. Your written assignments from the units will be in academic paragraph, letter, and web page form. For our class, an academic paragraph should be between 6-10 sentences. Chatting, repeated exits from the classroom, sleeping, and doing other homework, etc. do not show good participation and are disruptive to the class. ☹ ☹ ☹

Lab Work Completion: I will assign all lab work from *English Discoveries* in class. I will tell you the due date for each assignment. You will receive a record sheet at your lab orientation.

Quizzes:/Written Assignments: You will have announced and unannounced quizzes each week. Your written assignments will include the Grammar to Writing section of the unit. You will be graded on grammar, content and format.

Final Exam: Final exams will be given on the first class meeting during finals week, and the final will be conducted in the same classroom where the class meets during the semester.

**There will be no late or make up exams, homework, quizzes, etc. unless you have spoken to me before the due date or testing date.**

Cheating and Plagiarism: **Bad!! Bad!! Bad!!** Do I really have to say it? Do not turn in duplicate copies of your classmate's homework. If you are cheating on an exam or quiz, you will receive no credit.

Diane's pet peeves: (things that irritate her) open-mouthed yawns; chewing gum in class; wearing sunglasses and/or hats in class; whining about anything, taking bathroom breaks every day; sending or receiving texts on your cellphone.

Any student with a documented disability who may need educational accommodations should notify me or the Disabled Student Programs and Services (DSP&S) office as soon as possible. DSP&S Health Sciences Building, Room 2117 (760) 355-6312

Helpful Hints: Be sure to complete Review/Self-Test for each Part. From Grammar to Writing sections in each part will count as quizzes. Read through and review the appendices at the back of your book. Look for the reference notes at the bottom of the pages. They give important information found in the appendices. See page 4 of the textbook for an example.

Please feel free to call me or come see me in my office if you have any questions. Tutors are also available to help you. Take advantage of this service. Don't get an attitude that says I don't need help, and don't wait until the last minute to ask for help. I will be using only English in the classroom, on the phone, and in my office. I expect you to use your English since this is the only way you can improve. Attitude is so very important in a language-learning environment. Come in with an attitude of "I can do this" and you will be successful. Come in with an attitude of "It's too hard" or "I can't" and you will not be successful.

Class Contacts: Name \_\_\_\_\_ Phone \_\_\_\_\_  
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*I know you can do this.  
Believe*

\*\*\*Course Calendar

English 04

Fall 2013

|  |   |                        |
|--|---|------------------------|
| <b>Week 1</b><br>Aug 19                  | Intro, Syllabus, Review <u>Focus on Grammar 4</u> ,<br><b>Part I Present &amp; Past</b><br>Units 1 & 2 (Review) | Pgs 2-18               |
| <b>Week 2</b><br>Aug 26                  | Textbooks Required<br>Part I—Unit 3 & 4<br>Complete workbook units 3 and 4. See note below.                     | Pgs 19-27<br>Pgs 28-50 |
| <b>Week 3</b><br>Sept 2<br>Mon Hol       | Units 3 & 4 continued   |                        |
| <b>Week 4</b><br>Sept 9                  | Exam Part I<br><b>Part II Future</b><br>Part II--Unit 5   | Pgs 52-78              |
| <b>Week 5</b><br>Sept 16                 | Exam Part II<br><b>Part IV Gerunds &amp; Infinitives</b><br>Part IV--Unit 9                                     | Pgs 124-137            |
| <b>Week 6</b><br>Sept 23                 | Part IV—Unit 10<br>Exam Part IV   | Pgs 138-156            |
| <b>Week 7</b><br>Sept 30                 | <b>Part VI—Adjective Clauses</b><br>Part VI--Unit 13  | Pgs 190-204            |
| <b>Week 8</b><br>Oct 7                   | Part VI continued   |                        |
| <b>Week 9</b><br>Oct 14                  | Part VI—Unit 14<br>Exam Part VI   | Pgs 205-224            |
| <b>Week 10</b><br>Oct 21                 | <b>Part VII—Modals</b><br>Part VII—Unit 16  | Pgs 239-248            |
| <b>Week 11</b><br>Oct 28                 | Part VII—Unit 17<br>Exam Part VII   | Pgs 249-268            |
| <b>Week 12</b><br>Nov 4                  | <b>Part IX—Conditionals</b><br>Part IX--Unit 21   | Pgs 314-325            |
| <b>Week 13</b><br>Nov 11<br>Mon Hol      | Part IX—Unit 22   | Pgs 326-335            |
| <b>Week 14</b><br>Nov 18                 | Part IX—Unit 23   | Pgs 336-347            |
| <b>Week 15</b><br>Nov 25<br>Thur/Fri Hol | Part IX-Unit 24<br>Exam Part IX   | Pgs 348-365            |
| <b>Week 16</b><br>Dec 2-6                | Final Exams begin   |                        |

\*\*\*Subject to Change

NOTE: Complete workbook units at the same time as the textbook units.