

## Basic Course Information

Semester:	<b>Spring 2020</b>	Instructor Name:	<b>J. Adriana Torres</b>
Course Title & #:	<b>Grammar &amp; Composition 005</b>	Email:	<b>adriana.torres@imperial.edu</b>
CRN #:	<b>20320</b>	Webpage (optional):	
Classroom:	<b>411</b>	Office #:	<b>2781</b>
Class Dates:	<b>02/18/20-6/12/20</b>	Office Hours:	<b>Mon. &amp; Wed. 12:50-1:50 PM Tuesday 2:17-3:17 PM Friday 10:40-11:40 AM</b>
Class Days:	<b>TR</b>	Office Phone #:	<b>(760) 592-5818 Text Only</b>
Class Times:	<b>10:15-12:45PM</b>	Emergency Contact:	<b>(760) 355-6337 IVC</b>
Units:	<b>5</b>		

## Course Description

ESL 005 is a grammar class in an English-only environment designed for the advanced ESL student. The course will emphasize grammar and writing sentences and paragraphs in a variety of rhetorical modes. (Nontransferable, non-degree applicable)

## Student Learning Outcomes

Upon course completion, the successful student will have acquired new skills, knowledge, and/or attitudes as demonstrated by being able to:

\*Correctly form and use verbs in a variety of tenses [ILO 1, ILO 2].

\*Write and/or identify a variety of sentences (simple, compound, complex, compound-complex), including questions and negatives [ILO 1, ILO 2].

\*Write a topic sentence with a topic and controlling idea [ILO 1].

## Course Objectives

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

1. Demonstrate competency in using conditionals, both real and unreal, in the present and in the past following “if” or “when”, and following “with.”
2. Demonstrate mastery in creating affirmative/negative statements, Yes/No-questions and Wh-questions in the simple present, present progressive, simple past, past progressive, and future tenses: and ability with the future progressive, future perfect, and past perfect progressive tenses.
3. Demonstrate mastery of all modals in present forms and competency with past forms.
4. Demonstrate mastery in recognizing and using comparative, superlative, and equative forms.
5. Demonstrate competency with using verb+infinitive, verb+gerund, verb/noun/adjective+infinitive/gerund combinations and understanding infinitives of purpose; demonstrate mastery with recognizing gerunds and infinitives as subjects and objects.

6. Demonstrate competency with recognizing level appropriate time expressions and writing in appropriate tense according to these expressions.
7. Demonstrate mastery in recognizing prepositional phrases and understanding their punctuation.
8. Demonstrate competency with using, recognizing and producing the stative and causative passive voice, and with participial adjectives.
9. Demonstrate mastery with recognizing sentence types including simple, compound, and complex sentences.
10. Demonstrate mastery in recognizing and using noun, adjective, and adverb clauses in reported speech and in “that-clause.”
11. Demonstrate mastery in using, recognizing, and producing dependent and independent clauses.
12. Demonstrate mastery in identifying parts of speech (nouns, verbs, adjectives, pronouns, adverbs, articles conjunctions, and propositions) and sentence parts (subject, verb, complement).
13. Demonstrate competency in understanding advanced subject/verb agreement.
14. Demonstrate competency with understanding the relationships and functions of connecting devices including conjunctions and transitions.
15. Demonstrate mastery with writing complex sentences with adverb clauses and compound sentences with coordinating conjunctions, semicolons, and transitions; demonstrate competency with writing complex sentences with adjective clauses using relative pronouns (who, whom,, which, that, which, when, and where)
16. Demonstrate mastery to use a variety of prewriting skills (brainstorming, clustering, and outlining) which lead to the development of ideas and topic for paragraphs.
17. Demonstrate mastery with writing topic sentences with topics and controlling ideas.
18. Demonstrate mastery in writing simple sentences with correct punctuation; competency with writing well-organized, coherent paragraphs (with topic, supporting, and concluding sentences) of 6-12 sentences with the following organization patterns: listing order, giving instructions, reason/example, and opinion.
19. Demonstrate mastery in using correct capitalization in English: competency with correct punctuation; and ability to recognize and correct run on sentences, comma splices, and fragments.
20. Demonstrate the ability to use, produce, and recognize level appropriate vocabulary in a variety of oral, aural, and written exercises with specific focus on vocabulary used in academic content.

### **Textbooks & Other Resources or Links**

Longman Academic Writing Series 3: Paragraphs to Essays, 4<sup>th</sup> Edition.

Authors: Alice Oshima and Ann Hogue

Publisher: Pearson Education

ISBN: 978-0-13-466332-6

### **Course Requirements and Instructional Methods**

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 the span of a semester. WASC has adopted a similar requirement.

## Course Grading Based on Course Objectives

Class Assignments	10%
Writing Assignments	10%
Quizzes	10%
Unit Exams	10%
Mid-Term Writing	10%
Mid-Term	20%
Final Exam	<u>30%</u>
Total	100%

**Important: No makeup quizzes will be given unless you present a doctor's excuse certifying that you were unable to take the quiz on the appointed day.**

## Attendance

- A student who fails to attend the first meeting of a class or does not complete the first mandatory activity of an online class will be dropped by the instructor as of the first official meeting of that class. Should readmission be desired, the student's status will be the same as that of any other student who desires to add a class. It is the student's responsibility to drop or officially withdraw from the class. See [General Catalog](#) for details.
- Regular attendance in all classes is expected of all students. A student whose continuous, unexcused absences exceed the number of hours the class is scheduled to meet per week may be dropped. For online courses, students who fail to complete required activities for two consecutive weeks may be considered to have excessive absences and may be dropped.
- Absences attributed to the representation of the college at officially approved events (conferences, contests, and field trips) will be counted as 'excused' absences.
- You will be dropped after the THIRD consecutive unexcused absence.
- Leaving class early without announcement will be considered an absence.

## Classroom Etiquette

- **Electronic Devices:** Cell phones and electronic devices must be turned off and put away during class, unless otherwise directed by the instructor.
- **Food and Drink** are prohibited in all classrooms. Water bottles with lids/caps are the only exception. Additional restrictions will apply in labs. Please comply as directed by the instructor.
- **Disruptive Students:** Students who disrupt or interfere with a class may be sent out of the room and told to meet with the Campus Disciplinary Officer before returning to continue with coursework. Disciplinary procedures will be followed as outlined in the [General Catalog](#).
- **Children in the classroom:** Due to college rules and state laws, no one who is not enrolled in the class may attend, including children.

## Online Netiquette

- What is netiquette? Netiquette is internet manners, online etiquette, and digital etiquette all rolled into one word. Basically, netiquette is a set of rules for behaving properly online.
- Students are to comply with the following rules of netiquette: (1) identify yourself, (2) include a subject line, (3) avoid sarcasm, (4) respect others' opinions and privacy, (5) acknowledge and return messages promptly, (6) copy with caution, (7) do not spam or junk mail, (8) be concise, (9) use appropriate language, (10) use appropriate emoticons (emotional icons) to help convey meaning, and (11) use appropriate intensifiers to help convey meaning [do not use ALL CAPS or multiple exclamation marks (!!!!)].

## Academic Honesty

Academic honesty in the advancement of knowledge requires that all students and instructors respect the integrity of one another's work and recognize the importance of acknowledging and safeguarding intellectual property.

There are many different forms of academic dishonesty. The following kinds of honesty violations and their definitions are not meant to be exhaustive. Rather, they are intended to serve as examples of unacceptable academic conduct.

- Plagiarism is taking and presenting as one's own the writings or ideas of others, without citing the source. You should understand the concept of plagiarism and keep it in mind when taking exams and preparing written materials. If you do not understand how to "cite a source" correctly, you must ask for help.
- Cheating is defined as fraud, deceit, or dishonesty in an academic assignment, or using or attempting to use materials, or assisting others in using materials that are prohibited or inappropriate in the context of the academic assignment in question.

Anyone caught cheating or plagiarizing will receive a zero (0) on the exam or assignment, and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary action. Please refer to the [General Catalog](#) for more information on academic dishonesty or other misconduct. Acts of cheating include, but are not limited to, the following: (a) plagiarism; (b) copying or attempting to copy from others during an examination or on an assignment; (c) communicating test information with another person during an examination; (d) allowing others to do an assignment or portion of an assignment; (e) using a commercial term paper service.

## Additional Student Services

Imperial Valley College offers various services in support of student success. The following are some of the services available for students. Please speak to your instructor about additional services which may be available.

- **[Blackboard Support Site](#)**. The Blackboard Support Site provides a variety of support channels available to students 24 hours per day.
- **[Learning Services](#)**. There are several learning labs on campus to assist students through the use of computers and tutors. Please consult your [Campus Map](#) for the [Math Lab](#); [Reading, Writing & Language Labs](#); and the [Study Skills Center](#).
- **[Library Services](#)**. There is more to our library than just books. You have access to tutors in the [Study Skills Center](#), study rooms for small groups, and online access to a wealth of resources.

## **Disabled Student Programs and Services (DSPS)**

Any student with a documented disability who may need educational accommodations should notify the instructor or the [Disabled Student Programs and Services](#) (DSP&S) office as soon as possible. The DSP&S office is located in Building 2100, telephone 760-355-6313. Please contact them if you feel you need to be evaluated for educational accommodations.

## **Student Counseling and Health Services**

Students have counseling and health services available, provided by the pre-paid StudentHealth Fee.

- **[Student Health Center](#)**. A Student Health Nurse is available on campus. In addition, Pioneers Memorial Healthcare District and El Centro Regional Center provide basic health services for students, such as first aid and care for minor illnesses. Contact the IVC [Student Health Center](#) at 760-355-6310 in Room 2109 for more information.
- **[Mental Health Counseling Services](#)**. Short-term individual, couples, family, and group therapy are provided to currently enrolled students. Contact the IVC [Mental Health Counseling Services](#) at 760-355-6196 in Room 2109 for more information.

## **Student Rights and Responsibilities**

Students have the right to experience a positive learning environment and to dueprocess of law. For more information regarding student rights and responsibilities, please refer to the IVC [General Catalog](#).

## **Information Literacy**

Imperial Valley College is dedicated to helping students skillfully discover, evaluate, and use information from all sources. The IVC [Library Department](#) provides numerous [Information Literacy Tutorials](#) to assist students in this endeavor.

**Anticipated Class Schedule/Calendar**

	<b>Activity, Assignments, and/or Topic</b>	<b>Notes</b>
Week 1	Syllabi, Grammar Review, Writing Practice 1	
Week 2	Academic Writing- Chapter 1 & 2	
Week 3	Academic Writing Unit 1, 2, & 3	
Week 4	Academic Writing Unit 1, 2 & 3 Writing 1	
Week 5	Academic Writing Unit 4	
Week 6	Academic Writing Unit 4	
Week 7	Academic Writing Unit 5 Grammar Review	
Week 8	Review for Mid-Term Mid-Term Writing Exam	
Week 9	Academic Writing Unit 6 Grammar Review	
Week 10	Academic Writing Unit 6	
Week 11	Academic Writing Unit 7 Writing 2	
Week 12	Academic Writing Unit 7	
Week 13	Academic Writing Unit 8 Grammar Review	
Week 14	Academic Writing Unit 8 Writing 3	
Week 15	Group Writing	
Week 16	Final Written Exam Final Writing Exam	

**\*\*\*Tentative, subject to change without prior notice\*\*\***