

Three Rivers Community College  
Spring 2015  
ESOL 063  
SYLLABUS

**Instructor:** Vicky Holdridge

**Course:** ESOL 063

**Meeting Times:** Monday & Wednesday 1:00 pm – 2:40 pm

**Classroom:** D124

**Office Location & Hours:** Room C236: Tuesdays 1:45-3:15, Wednesdays 2:45-4:15,  
or by appointment

**Contact Information:** (860) 215-9466; vholdridge@trcc.commnet.edu

**Required Textbooks:** Blanchard, K & Root, C. *Ready to Write* (Book 3). 4<sup>th</sup> ed.  
New York: Pearson, 2010. Azar, Betty. *Fundamentals of English Grammar*  
(Textbook) & (Workbook). 4<sup>th</sup> ed. New York: Pearson, 2011

**Course Description:**

In the final course of this series, students will complete their study of intermediate grammatical structures. Writing assignments will shift from the paragraph to the essay as students learn to incorporate facts, reasons, and more into their paragraphs. Additional reading strategies such as summarizing will be introduced. There will be continued speaking and listening activities, as well as a formal presentation. This is an interactive, participatory class.

**Attendance:**

As this is an intensive course, regular attendance is expected.

**Class Expectations:**

1. Always try your best.
2. Support your classmates.
3. Please keep phones in your bag.
4. Keep an open mind.
5. Speak English in class.
6. Participate enthusiastically!

**Grading:**

Grading will be based on the following criteria: Below 59% = F, 60-69% = D, 70-79 = C, 80-89% = B, above 90% = A. Students must earn a 70% or more to advance to English 096. Grading will be determined as follows: Three grammar tests, two essays, one reading/vocabulary test, one group discussion, one journal (10 % each) and one final exam (20%.)

**“N” Grade Policy:**

The N Grade is assigned to students when there is no basis for a grade. This would apply to students who never came to class as well as to those who didn't attend or participate long enough to be graded. The N grade is used to distinguish between earned failures (F), official withdrawals (W), and students who stop attending or participating before there is a basis for a grade. In most cases there would be no basis for a grade for students who stop attending or participating before the 60% point. Like a withdrawal, the N grade does not get included in a student's GPA but does count as a non-completed course.

**College Withdrawal Policy:**

A student who finds it necessary to discontinue a course once class has met must provide notice to the Registrar. Simply, fill out the withdrawal form and give it to the Registrar's office. Withdrawal forms are available at the Registrar's office and at the office at the sub-base. Non-punitive “W” grades are assigned to withdrawal requests. An Instructor's signature is required after the deadline has passed. No withdrawals are permitted after the last class preceding the final exam. Students who do not obtain an official withdrawal, but simply stop attending class receive an “F” grade for the course.

**Academic Integrity:**

Academic integrity is essential to a useful education. Failure to act with academic integrity severely limits a person's ability to succeed in the classroom and beyond. Furthermore, academic dishonesty erodes the legitimacy of every degree awarded by the College. In this class and in the course of your academic career, present only your own best work; clearly document the sources of the material you use from others; and act at all times with honor. Plagiarism, cheating, and other forms of academic dishonesty are serious offenses. Dishonesty in written work may result in an F for the course, and any occurrence of plagiarism will be reported to the Office of the Dean of Students for possible disciplinary action. If you have any questions about how to incorporate the words and ideas of others into your writing, please ask me.

**Disabilities:**

If you have a question regarding a disability that may affect your progress in this course, please contact one of the college's Disability Service Providers as soon as possible. Chris Scarborough (860-215-9289/Room A-119) generally works with students who have Learning Disabilities, Attention Deficit Disorder, or Asperger's Syndrome (Chris's position is part-time). Kathleen Gray (860-215-9248/Room A-119) generally works with students who have physical, visual, hearing, medical, mobility, or psychiatric disabilities.

*Please note that an instructor cannot provide disability accommodations until a student provides the necessary paperwork from the college's Office of Disability Services to the instructor. Also, accommodations take effect when the instructor receives the paperwork from a student, and accommodations will not be provided retroactively*

**Digication**

All students are required to maintain an online learning portfolio in Digication that uses the college template.

**Course Outcomes:**

Students will be able to:

1. Write simple, compound, or complex sentences utilizing the passive voice, adjective clauses, noun clauses, adverb clauses, phrasal verbs, and gerunds and infinitives.
2. Identify the audience and purpose of writing.
3. Utilize the writing process including prewriting techniques: brainstorming, free writing, clustering, and outlining.
4. Use reasons, facts, and examples to support the main idea.
5. Write essays using Classification, Problem-Solution, and other organizational patterns.
6. Answer reading comprehension questions in complete sentences both verbally and in writing.
7. Summarize various reading texts.
8. Identify and utilize the high-intermediate grammatical structures and vocabulary of texts.
9. Participate in level-appropriate conversation