

**ESL K063 Speaking and Writing for ESOL**

**Course Number: 31847 (1:00 to 2:40) ; 31879 (5:00 to 6:40)**

**Four Credits**

**Three Rivers Community College**

**Days and Times: Monday/Wednesdays from 1:00 to 2:40 and 5:00 to 6:40**

**Room K210/212**

**Fall, 2011**

**Instructor: John S. Kania, Ed.D.**

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**Course Description:**

This course is an intensive speaking and writing course that introduces the ESOL student to the inter-relationship of speaking, reading, and writing in English. It provides students with the opportunity to read additional materials in English and expand their writing skills through the writing process (planning, drafting, revising, and editing). Students will write paragraphs and short essay reflections, culminating in a short research paper. This course will work on expanding student's reading and speaking vocabulary, improve their comprehension and continue to expand their understanding of English grammar and mechanics. Through instruction, practice and class discussions, students will learn to speak clearly and effectively.

**\*COURSE DOES NOT COUNT TOWARDS THE CREDIT REQUIREMENTS FOR GRADUATION.**

**LEARNING OUTCOMES**

***Upon successful completion of ESL 063, students should be able to:***

*To write effectively and critically*

- Demonstrate an understanding of the writing process
- Write reader responses of increasing length from paragraph to short reflections
- Demonstrate an understanding of researching a topic and writing a short research essay
- Gain continued proficiency in English grammar and mechanics

*To develop speaking skills*

- Develop proficiency in speaking clearly by systematic instruction in pronunciation
- Develop awareness of speaking clearly and coherently through oral responses, class discussions and oral presentations.
- Continue to develop listening skills through note taking and discussions.

*To read effectively and critically*

- Develop comprehension of college level reading material

*To think effectively and critically*

- Develop critical thinking skills, especially summarizing, analyzing evaluating and synthesizing information through reading/writing responses
- Develop an understanding of information literacy and the tools associated with it such as reference materials and online research databases.

**Required Readings:**

**Main Texts (all required):**

Mercury Reader for ESL III. Pearson Publishing.

Oshima, A. and Hogue, A. (2007). *Writing Academic English* (4th ed.). White Plains, NY: Pearson

*More Grammar Practice 3*. Boston: Heinle Cengage Publishing.

**Supplemental:**

*The American Heritage Dictionary* (4<sup>th</sup> ed.), (2001). Houghton Mifflin, Inc.

In addition, articles, excerpts, and chapters will be distributed before and during the course. They will become part of class discussions and assignments.

**Additional Materials:**

Students will need a notebook, binder/folder for papers and a flashdrive.

**Course Requirements:**

**Note:** If you are unable to meet the requirements at any time during the semester, please see the instructor to discuss possible options.

**Assignments:** All assignments will be due on Wednesday and a written copy must be handed in. No longer will e-mailed assignments be acceptable as there were considerable problems when students e-mailed assignments. All assignments can be reviewed by the instructor before a final grade is given.

**Attendance:** Because of the set-up of this course, it is expected and required that you are present for every class. THREE UNEXCUSED ABSENCES will result in you being referred to student services. Class participation and discussion are an important part of your ability to understand the key ideas presented in the course. Your absence will have

a negative impact on your grade and you must make arrangements with the instructor to make up the time missed.

**Tardiness:** Coming late is disrespectful to your fellow classmates and the instructor and you will miss key instruction at the beginning of class. Your tardiness will have a negative impact on your grade.

**Participation:** As a community of learners, your opinion is very important. We learn from each other and participation in the class helps you understand what is being discussed and provides the instructor with insight into you as a learner. Participation will be graded (see under grades).

**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 integrity erodes the legitimacy of every degree awarded by the college. In this class and in the course of your academic career, present only your best work and clearly document the sources of the material you use from others and act at all times with honor.

One thing you must guard against is *plagiarism* which is the unacknowledged use of another person's words or ideas in your writing. You will be shown how to acknowledge another person's thoughts or ideas and failure to do so have serious consequences which may include failing the assignment or failing the course.

**Students with special learning needs:** Students who need accommodations should make an appointment with the Counseling and Advising Center and inform the instructor. All information regarding student needs is confidential.

**College withdrawal policy:** A student who cannot continue in the class and must withdraw once class has met must provide notice to the Registrar. Withdrawal forms are available at the Registrar's office and an instructor's signature is required after the deadline has passed. You will receive a "W" if you withdraw correctly but if you simply stop attending classes, you run the risk of failing the class.

**Weather Cancellations:** Call the main college number (860) 886-0177 or online at [www.trcc.commnet.edu](http://www.trcc.commnet.edu) for weather information.

**Computer use at TRCC:** Students will need to be familiar with the computer and use the computer before, during, and after class to complete assignments. A review on how to use the computer will be done in the first week of classes.

Please refer to the computer resources policy found in the academic catalog on the Three Rivers Community College website for additional information on access and proper use of computers on campus.

**Technology use:** Please turn off all cell phones and pagers. Texting during class is not allowed. There are no exceptions to this policy.

**Readings:** Because this course looks at reading and writing, there will be assigned readings from the text and from articles, excerpts or chapters that you will need to read and understand. Without reading them, you will not be able to actively participate in class discussion or reviews.

**Writing:** You will be asked to keep a journal. For the last ten minutes of class, you will be need to answer two questions: “What did I learn today?” and, “Why is it important?” Without knowing what you’ve learned and why it is important to your English Language learning, you will not be able to improve your English.

**Assistance:** There are a number of ways that you can get help in this course and some are:

1. From the instructor: If at any time you don’t understand what needs to be done for this course, please don’t hesitate to ask me in class, e-mail me, or call me. Telling me of your concerns helps to clear up problems and anxieties later on.
2. The Writing Center: The Writing Center is available for any student who needs writing assistance. You can e-mail drafts for advice or contact them at (860) 892-5773 or [TRWritingCenter@trcc.commnet.edu](mailto:TRWritingCenter@trcc.commnet.edu) . In addition, the Tutoring and Academic Success Center can also help by contacting them at (860) 892-5713.
3. Course on Blackboard Vista: This course will be placed on Blackboard and further details will be provided when it becomes available.
4. From peers: As a community of learners, you can use each other’s expertise and abilities to assist each other.

**Grading:** The final grade will be a letter grade A, B, C, D or F. Students must get a C and pass a final exam/assignment to pass this course.

Grading is based on the following:

Class participation: This means:

Attending all classes, active participation in discussions, coming to class prepared, in class writing, and doing assignments on time.	10 points
Quizzes and in class assignments:	30 points
Writing assignments:	25 points
Speaking and listening assignments:	25 points
Exit exam:	10 points