**Syllabus –FALL 2011**

**Course:** ESL 261LS Beginning Listening and Speaking (51529)

**Time/ Location:**

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| --- | --- | --- | --- | --- |
| **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| 12:00-12:50  *LAL 2* | 12:00-12:50  *LAL 1* | 12:00-12:50  *LAL 2* | 12:00-12:50  *LAL 1* | 12:00-12:50  *LAL 2* |

**Important Dates:** No Classes: Monday, 9/5 (Labor Day)

Friday, 11/11 (Veterans Day)

Thursday-Friday, 11/24-25 (Thanksgiving Holiday)

Deadline to drop the class to avoid a “W” (withdrawal): 10/14

Final Exam: Wednesday, December 14, 2011, 12:00 – 1:50, LAL2

**Instructor:** Felisa Meter

Office: CCI 214 (Across from AG)

Office Hours: Monday, Wednesday, and Friday, 9:00 to 9:50

Phone: 638-3302

Email: felisa.meter@reedleycollege.edu

**Texts and Materials:**

Required: **Top Notch 1(With CD)**; *Saslow/ Ascher, $33.30 in the Reedley College bookstore http://www.bookstore.fresnocitycollege.edu/reedley/buy\_courselisting.asp*

Free *Top Notch 1* Companion Website: http://www.pearsonlongman.com/topnotch1e/

**Course Description**: ESL 261LS is a listening and speaking course designed for speakers of other languages who want to develop oral language skills at the beginning level. This course may be taken concurrently with ESL 261I. ESL 261LS is six levels below English 1A. Students who successfully complete this course will be prepared for ESL 264LS. (4 units)

**Subject Prerequisites:** Successful completion of ESL 260 or appropriate multiple-measure placement by a counselor, which includes score on approved ESL placement test.

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| **Course Outcomes: Upon completion of this course, students will be able to:** |
| 1. listen and understand spoken English at the high-beginning level. 2. communicate orally at the high-beginning level. 3. perform basic language-learning computer tasks |
| **Course Objectives**: In the process of completing this course, students will:   1. listen to beginning materials on familiar topics from a variety of sources. 2. listen and identify global and discrete meaning. 3. converse on everyday social and familiar topics. 4. identify and use grammatical structures found in oral English. 5. identify and use patterns of intonation and pronunciation. 6. develop content, organization, and coherence to communicate effectively in an oral presentation. 7. use software applications for language learning. |
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**Grading**: This is a pass / no pass course. Current grades will be available to students throughout the semester on *Blackboard*. Final grades will be calculated as follows:

*Pass* (P) more than 70%;

*No Pass* (NP) less than 70%

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| **Categories** | **Weight** |
| Oral Presentations/ Oral Progress Checks | 15% |
| Homework and Computer Lab Assignments | 25% |
| Exams/Quizzes | 50% |
| Comprehensive Final Exam | 10% |

**Homework:** Classroom and lab assignments are due at the beginning of the class period on the date due unless stated otherwise. Some assignments may be turned in electronically. Unless other arrangements are made, no credit will be given for homework handed in late. Extra work or makeup work will not affect your grade.

**Exams and Quizzes:** The date for exams and quizzes will be announced in advance. If you are absent on the day of an exam or quiz, you will receive a zero score. You will not be allowed to take the exam on a later day unless you have made arrangements with the instructor **before** the exam. Some exams and quizzes may be given using the computer.

**Class Participation:** Your active participation in class is important for not only you but also your classmates. Make it your priority to be in class every day. You are expected to come to class on time with your homework complete, and actively engage in classroom activities such as group discussions and pair practice. If you miss class, you are still responsible for the homework and activities that went on in your absence. Contact a classmate or your teacher for assignments so you can be prepared for the next class.

**Canceled Class:** In the event that class must be canceled unexpectedly, an official form will be placed on the classroom door by the Deans Office. When you arrive to class, you are responsible to read the notice for any special assignments or instructions.

**Accommodations for students with disabilities:** If you have a verified need for an academic accommodation or materials in alternate media (i.e., Braille, large print, electronic text, etc.) per the Americans with Disabilities Act (ADA) or Section 504 of the Rehabilitation Act, please contact me as soon as possible.

**Other Policies:**

* Children are not allowed in class. Adult visitors are allowed with permission of the instructor. Please make arrangements in advance.
* Please do not use cell phones during class time. Set your phone so it does not ring. Do not answer your phone, make calls, or text during class.
* A student will receive no credit for an assignment or exam if in the opinion of the instructor the student has cheated or plagiarized.
* If you miss class, please communicate with the instructor. You may be dropped from the class if you miss more than 4 class periods.

**Study Plan** (subject to change):

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| **Date** | **In-Class Material** | **Assignments Due** |
| Weeks 1 – 2 | * Top Notch 1 – Unit 1: Getting Acquainted * Top Notch 1 – Unit 1 Quiz | * Open Lab Assignment 1   Posted in *Blackboard* every week   * Additional assignments will be announced in class |
| Weeks 3 – 4 | * Top Notch 1 – Unit 2: Going Out * Top Notch 1 – Unit 2 Quiz * **Oral Presentation #1** | * Open Lab Assignments 2 & 3   Posted in *Blackboard* every week   * Additional assignments will be announced in class |
| Weeks 5 – 6 | * Top Notch 1 – Unit 3: Talking about Families * Top Notch 1 – Unit 3 Quiz | * Open Lab Assignments 4 & 5 * Additional assignments will be announced in class |
| Weeks 7 – 8 | * Top Notch 1 – Unit 4: Coping with Technology * Top Notch 1 – Unit 4 Quiz * **Oral Progress Check** | * Open Lab Assignments 6 & 7 * Additional assignments will be announced in class |
| Weeks 9 – 10 | * Top Notch 1 – Unit 5: Eating in, Eating out * Top Notch 1 – Unit 5 Quiz * **Oral Presentation #2** | * Open Lab Assignments 8 & 9   Posted in *Blackboard* every week   * Additional assignments will be announced in class |
| Weeks 11 – 12 | * Top Notch 1 – Unit 6: Staying in Shape * Top Notch 1 – Unit 6 Quiz | * Open Lab Assignments 10 & 11   Posted in *Blackboard* every week   * Additional assignments will be announced in class |
| Weeks 13 – 15 | * Top Notch 1 – Unit 7: Finding Something to Wear * Top Notch 1 – Unit 7 Quiz * **Oral Presentation #3** | * Open Lab Assignments 12 & 13   Posted in *Blackboard* every week   * Additional assignments will be announced in class |
| Weeks 16 – 17 | * Top Notch 1 – Unit 8: Getting Away * Top Notch 1 – Unit 8 Quiz * Top Notch 1 – Units 1- 8 Review * **Oral Progress Check** | * Open Lab Assignments 14 & 15   Posted in *Blackboard* every week   * Additional assignments will be announced in class |
| Week 18 | **Comprehensive Final Exam**  Wednesday, December 14, 2011, 12:00 – 1:50, LAL2 | |

ESL 261 LS Student Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

F. Meter, Instructor Fall 2010

**ESL Open Lab(In LAL 1, Library Lab or at home—Record Sheet)**

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| **Lab Work** |
| 1. *Top Notch 1 CD* 2. *Top Notch Companion Website:* <http://www.pearsonlongman.com/topnotch1e/> 3. *Blackboard* assignment 4. *English Discoveries*, Beginners 1-3 (Listening-Speaking) 5. *PowerPoint for Oral Presentation (not necessary)* |

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| ***Hours*** | ***Date*** | ***Work Completed (See list above- Write Number)*** | ***What did you learn? What questions do you have?*** | ***Signature of Lab Assistant*** |
| 1st |  |  |  |  |
| 2nd |  |  |  |  |
| 3rd |  |  |  |  |
| 4th |  |  |  |  |
| 5th |  |  |  |  |
| 5th |  |  |  |  |
| 7th |  |  |  |  |
| 8th |  |  |  |  |
| 9th |  |  |  |  |
| 10th |  |  |  |  |
| 11th |  |  |  |  |
| 12th |  |  |  |  |
| 13th |  |  |  |  |
| 14th |  |  |  |  |
| 15th |  |  |  |  |