REEDLEY COLLEGE Fall 1999

80255 ESL 65 (Gram/Read/Writ) MTWTH 6:00 – 8:15 p.m. LAL 8 units Credit/No Credit

Instructor: Esmeralda E. Valdez
Office Hours: By appointment
Tel.-Voicemail: 638-3641 (3963)

E-mail: ValdezE@hotmail.com

Description of the Course:

This is an advanced reading, writing, listening and speaking course. There will be six lecture hours and four lab hours per week.

Objectives of the Course:

- 1. to learn the wide array of writing skills necessary for good writing
- 2. to gain knowledge in spelling, punctuation, and capitalization which are vital skills in writing
- 3. to increase one's vocabulary through some vocabulary-building activities
- 4. to discuss grammar issues related to the kind of writing being practiced
- 5. to understand the different strategies of reading
- 6. to develop computer skills for the completion of school assignments and for communication with others

Texts:

- Folse, Keith S. et al. Great Paragraphs.
- Falk, Randee. Spotlight on the USA.

Other Required Materials:

- a dictionary (suggestion: <u>The American Heritage English as a Second Language</u> Dictionary)
- 31/2" HD disk (formatted)

Grading System:

This is a CR/NC class. To receive credit (8 units) a 70% is needed. Each of the following will count for a <u>fifth</u> of your final grade.

- Homework
- Oral Presentations
- Tests
- Compositions
- Final Exam

A percentage of the total points will be computed and a grade of <u>Credit</u> or <u>No Credit</u> will be assigned to the following:

70% - 100% = Credit 0% - 69% = No Credit

Attendance:

Attendance is taken every day. Choose <u>two</u> classmates and exchange phone numbers with them so that if you are absent, your partner will give you:

- what you missed in class
- the homework assignment

Handouts, Homework, and Tests

- Keep handouts, homework, and tests organized in a three-ring notebook or folder.
- Turn in homework on time. Some points will be deducted from late homework.
- Take every test. You may make up for a missed test.
- Extra work may be given for extra credit.

Drop Deadline: Friday, October 15

No Class

Monday, Sept. 6
 Labor Day

 Thursday, Nov. 11
 Veterans' Day

• Thurs. & Fri., Nov. 25 & 26 Thanksgiving Day Holidays

Final Exam, 6:00 - 8:00p.m., Monday, December 13, 1999