

SYLLABUS – ESL 210/310 RWG - Fall 2021

Instructor: Diana Facione

Zoom Class Meetings: Tuesdays & Thursdays - 11:30 AM to 12:50 PM.

COURSES: ESL 210-53207 - Low-Beginning Reading, Writing, and Grammar (credit)

ESL 310-53208 - Low-Beginning Reading, Writing, and Grammar (non-credit)

UNITS: ESL 210: 6 units

ESL 310: 0 units

MATERIALS: Required: Project Success 1 (My English Lab) If you don't have a book by the **end of Week 3, you may be dropped from the class.**

Please see me if you have a problem buying the book.

***(Si no tiene un libro al final de la semana 3, es posible que lo retiren de la clase. Visítame si tienes problemas para comprar el libro).**

(*This is a workbook. Used books are NOT allowed)

Description: ESL210/ESL 310 is an integrated skills course designed for speakers of other languages who want to learn reading, writing, and grammar at the low-beginning level. This course may be taken concurrently with ESL 210/310 level courses. ESL 210/310 is an entry-level course in the ESL sequence. Students who successfully complete this course will be prepared for ESL 211 or 311 level courses. **This is a fully online course.**

PREREQUISITES: None

REPEATABILITY: ESL210 may not be repeated after successful completion. ESL310 is repeatable after successful completion.

MY ENGLISH LAB REGISTRATION

Course Name: ESL 210/310 RWG

Introduction to Registration Process:

1. Go to [com/activate. \(Links to an external site.\)](#)
2. If you already have an account with Pearson from another semester, click **Sign In**.
3. If MEL is new to you, click **Create an account**.
4. Fill in your **Personal Information**.
5. Under **Account Information**, you need to **create a username**. Use your seven-digit student ID number. You also need an active **email address**. I recommend using your college email address. When you **create a password**, please write it down so you don't forget it. You will need every time you log in to MEL.
6. Next, you need to enter your **Access Code**. This is the number **inside the front cover of your textbook**.
7. The next screen asks for the **Website language** you want to use. (Choose English!) Also enter your **Country of Residence**, (United States), **Time Zone** (look for Los Angeles), and Native Language.

Join the course!

There is one more important step that was not included in the video. You need to follow these instructions using this

Course ID: KK4A-FYHV

1. Go to the **Course** tab.
2. Click on the **Join course** link.
3. Enter the Course ID. **Course ID** for our class: **KK4A-FYHV** Click the **Join** button.
4. Click on the **Transfer grades** button.
5. Click on the **Close** button.

Here is a video that shows you the process. [MyEnglishLab for Students: Joining Your Teacher's Course \(Links to an external site.https://youtu.be/9aQ1Z-bCqxc\)](https://youtu.be/9aQ1Z-bCqxc)

YOU MAY ALSO GO TO MODULES AND FIND THE VIDEO UNDER MY ENGLISH LAB: HOW TO JOIN

When you have completed all these steps, I will be able to see your work in MyEnglishLab. If you are having trouble getting set up in MEL, please let me know so I can help you.

STUDENT LEARNING OBJECTIVES: In the process of completing this course, students will:

1. Read low-beginning materials on life skills topics and everyday situations
2. Identify main ideas and supporting details
3. Use strategies to recognize vocabulary in context
4. Use strategies to increase reading comprehension and speed

5. Write and edit simple sentences
6. Identify and use grammatical structures in written English
7. Identify and correct grammatical errors

COURSE OUTCOMES: Upon completion of this course, students will be able to:

1. Read and understand in low-beginning texts
2. Write simple sentences in the low-beginning level
3. Recognize and use low-beginning grammar structures

OFFICE HOURS AND COMMUNICATION POLICIES

You can contact me during the times listed below or make an appointment. I will keep these times open and available for you. If you need a different day or time, contact me via email and we can arrange something that works for both of us. I am here to help you, as well as answer questions or concerns.

Zoom Office Hours: Office hours will begin on week 4

Tuesdays: 1:00 - 2:00 p.m. - Individual tutoring for those who need extra help (appointments only, please).

Tuesdays: 4:45 p.m. until 6:00 p.m. (subject to change) This class is for those who cannot attend morning classes. The class will be mostly grammar based. You will be responsible for studying the sections we don't cover in Tuesday's classes, as well as reviewing the sections you have already studied during Zoom class time.

***Martes: 4:45 P.M. to 6:00 P.M. (Sujeta a cambios) Esta clase es para aquellos que no pueden asistir a las clases de la mañana. La clase se basará principalmente en la gramática. Serás responsable de estudiar los apartados que no cubrimos en las clases de los jueves, así como de repasar los apartados que ya has estudiado durante el horario de clase de Zoom. Esto comenzará el 31 de agosto de 2021.**

Tutoring times can be scheduled for those who need extra help. Contact me via email: diana.facione@reedleycollege.edu.

You can email me any day of the week, Monday thru Thursday, 8:00 a.m. - 8:00 p.m.

Friday, 8 a.m. until 3 p.m. I'll try to get back to you as soon as possible.

On **Saturdays and Sundays, I'm not available.** I'll respond to Saturday and Sunday emails on Monday morning between 10:00 a.m. and 8 p.m.

***If I do not respond to your email within 24 hours, please send your email to me again.**

Zoom Office: <https://cccconfer.zoom.us/j/8261856292> (Links to an external site.)

Log into Zoom on Tuesdays between 4:45 pm and 6:00 pm. **Press the link above to connect with me on Zoom.** You may also contact me via email if you need a specific time or day to meet. **I'll do my best to meet your needs.**

ATTENDANCE/DROP POLICIES

In an online course, your weekly attendance will be based on your active participation in discussion boards, My English Lab, Canvas, and ZOOM meetings. If you do not actively participate in the course, you will be considered absent.

This is a six-unit course, so if you have actively participated in the course, submitted My English Lab and/or Canvass assignments, or any other weekly assignments, then you will have completed your six instructional hours for the week. **You will also need to set aside an additional 12 hours of study time** (2 hours per 1 unit class. Otherwise, a 6-unit class equals 12 hours).

Remember: If you don't complete your assignments when they are due, you may be considered absent. *Si no completa sus tareas cuando se vencen, es posible que se considere que está ausente.

*If you do not participate in this class or complete the assignments for more than one week, you may be DROPPED from this class. **Please CONTACT ME immediately if there is a problem.**

LATE WORK POLICY

Assignments are due on the due date. Late work will be accepted **only** if the instructor has been notified **before** the due date. **Late assignments will drop one letter grade.**

***Las asignaciones vencen en la fecha de vencimiento. Se aceptarán trabajos tardíos solo si el instructor ha sido notificado antes de la fecha límite. Las asignaciones tardías perderán una calificación de una letra.**

WRITING: Your assigned work might be read by other students in this and future classes. This may include sharing and reading papers for the purpose of review. **Choose writing topics that you are willing for others to read. Your writing will NOT be private.**

ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES: If you have a verified need for academic accommodations 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. It is important that your needs are met.**

***ALOJAMIENTOS PARA ESTUDIANTES CON DISCAPACIDADES:** Si tiene una necesidad verificada de adaptaciones académicas o materiales en medios alternativos (es decir, Braille, letra grande, texto electrónico, etc.) según la Ley de Estadounidenses con Discapacidades (ADA) o la Sección 504 de la Ley de Rehabilitación, **Por favor, póngase en contacto conmigo tan pronto como sea posible. Es importante que se satisfagan sus necesidades.**

CHEATING AND PLAGIARISM

You will receive NO CREDIT for an assignment or exam if in the opinion of the instructor you have cheated or plagiarized. You may be reported to the college for academic dishonesty. In certain circumstances, you will be asked to complete a comparable assignment under the supervision of the instructor.

***No recibirá CRÉDITO por una tarea o examen si, en opinión del instructor, ha hecho trampa o plagio. Es posible que lo denuncien a la universidad por deshonestidad académica. En determinadas circunstancias, se le pedirá que complete una tarea similar bajo la supervisión del instructor.**

WEIGHTED CATEGORIES

CATEGORIES	WEIGHT
• Class & MEL Lab Assignments	25%
• Writing/Grammar	25%
• Unit Exams & Review Exams	30%
• Book Reports	20%

PASS (P) > 70%

NO PASS (NP) < 70%

IMPORTANT DATES:

- Last day to **drop a Fall 2021 full-term class for full refund: (Friday) August 20, 2021 - All Day**
- Last day to **register for a Fall 2021 full-term class in person (Friday) August 27, 2021**
- Last day to **drop a Fall 2021 full-term class to avoid a "W" in person. (Friday) August 27, 2021**
- Last day to **change a Fall 2021 class to/from pass/no pass grading basis. (Friday) September 10, 2021**
- Last day to **drop a Fall 2021 full-term class. (Letter grades assigned after this date) (Fri.) Sept. 10, 2021**
- **Semester Ends: December 10, 2021**

****FINAL EXAM: 12/7/2021**

ASSIGNMENTS AND EXAMS

(Subject to Change)

My English Lab

Project Success 1

**WEEKS
rammar**

EXAMS

Assignments

Reading/Writing/G

1 – 2

Unit 1 EXAM

Unit 1

Unit 1

August

3 – 4

Unit 2 EXAM

Unit 2

Unit 2

August/September

5 – 6

Unit 3 EXAM

Unit 3

Unit 3

September

7 – 8

Unit 4 EXAM

Unit 4

Unit 4

September/October

9 – 10	Unit 5 EXAM	Unit 5	Unit 5
10	Review Exam 1-5		Units 1 - 5

October

11 – 12	Unit 6 EXAM	Unit 6	Unit 6
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November

12 - 13	Unit 7 EXAM	Unit 7	Unit 7
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November

13 – 14	Unit 8 EXAM	Unit 8	Unit 8
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November

15 – 16	Unit 9 EXAM	Unit 9	Unit 9
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December

16 - 17	Unit 10 EXAM	Unit 10	Unit 10
	Review Exam 6 - 10		

December

Book Reports - Due Dates: to be announced

Book 1: Select a children's book

Book 2: Select a young adult book - grades 7 - 12

Book 3: Teacher selected

Final Exam: 12/7/2021

This is a **pass/no pass** course. Current grades will be available to students throughout the semester on Canvas.

Holidays – Fall 2021

- September 6, 2021 - Labor Day
- November 11, 2021 - Veterans' Day
- November 26 & 27, 2021 - Thanksgiving Holiday

End of Fall Semester: December 10, 2021

Final Exam - December 7 (subject to change)