# Reedley College, English as a Second Language

# Syllabus– Fall 2023

## Course

* ESL-211LS-54434 High Beginning Listening and Speaking (credit)
* ESL-311LS-54436 High Beginning Listening and Speaking (noncredit)

## Description

ESL 211LS/ESL 311LS is a listening and speaking course for ESL students who want to develop oral language skills at the high-beginning level. Students learn to communicate on personal and workplace topics, expressing ideas in a series of phrases and sentences. This course may be taken concurrently with other ESL 211-level courses.

## Instructor

Tracy Vilanova

**Email: Tracy.Vilanova@ReedleyCollege.edu**

**Phone**: 559-478-6587

**Zoom Meeting link and times**: Mondays & Thursdays 5:00 p.m. – 6:30 p.m. [Zoom Link Here](https://scccd.zoom.us/j/82016738422)

## Communication Policy

**Contacting the Instructor:**

There are three ways to contact me Monday through Friday, 8 a.m. – 5 p.m..

1) Canvas Inbox or email Tracy.Vilanova@ReedleyCollege.edu. I will try to respond to your email within 24 hours.

2) Phone: 559-478-6587. This is my office phone. You can leave a voice message or text 24 hours a day. *(I cannot receive images, so if you need to share an image, please use email.)*

3) Zoom Meetings: Mondays & Thursdays 5:00 p.m. – 6:30 p.m. [Zoom Link Here](https://scccd.zoom.us/j/82016738422)

If you contact me on Saturday or Sunday, I will reply on Monday.

**Instructor Contacting You:**

1) I will always message you through Canvas.

2) Check your Canvas every day, Monday – Friday, for my daily announcements.

3) I will leave video responses to your Flip assignments once a week; watch those to get my feedback.

## Important Dates

* Start of the Fall 2023 semester: 8/07
* No Classes: 9/4, 11/10, 11/23 – 11/24
* Deadline to drop for a refund: 8/18
* Deadline to drop the class to avoid a “W” (withdrawal): 8/25
* Deadline to drop the class to avoid a grade: 10/6
* Final Exam: Due by Thursday 12/07, 11:59 p.m.

## Textbook

Saslow, J.M. Top Notch 1, w/MyEnglishLab (3e) Pearson 2015 978-0-13-7332328

## Advisories

ESL-360LS - Low-Beginning Listening and Speaking or Placement through an approved multiple-measure process.

## Repeatability

ESL 211LS or ESL 311LS may not be repeated after successful completion.

## Course Objectives

In the process of completing this course, students will:

 1. converse on everyday social and familiar topics.

 2. listen to beginning materials on familiar topics from a variety of sources.

 3. listen and identify global and discrete meaning.

 4. identify and use patterns of intonation and pronunciation.

## 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.

## Drop and Attendance Policy

During the first week of class, please complete “Week 1 To Do Checklist” by the due date, or you may be dropped from the class.

In an online class, attendance means that you regularly engage in course activities.

1) Expect to complete 8-10 hours of coursework per week.

2) If you do not engage in the Canvas course work for one week, you will be considered absent and may be dropped from class.

3) If there is two weeks of no Canvas work, you will be dropped.

*Please communicate with me if you have concerns about your attendance.*

## Late Work Policy

1) Due dates for weekly Canvas module assignments are Monday nights. You will have access to the Canvas assignments on Tuesday.

2) No credit will be given for assignments or exams turned in late.

*I understand that life happens. If you have technical problems or personal issues that keep you from completing your work, contact me so we can make alternate arrangements.*

## Grades

This is a pass / no pass course. Current grades will be available to students throughout the semester on Canvas. Final grades will be calculated as follows:

* Pass (P) >70%;
* No Pass (NP) <70%

## Grading Categories

25% End of Unit Oral Presentations (Flip)

25% Discussion Assignments (Flip)

25% Unit Assignments (MyEnglishLab)

25% Unit Exams (MyEnglishLab)

Assignments Feedback

Feedback is the comments and grades I give you.

1) I will give you video feedback on your Flip assignments by the end of the weekend after you turn in your assignments. Go to your Flip account to see my video feedback under your post.

2) You can check your MyEnglishLab assignments for immediate feedback. Go to your MyEnglishLab account to see your grades.

3) Check your grade in the Canvas course at any time.

## Accommodation 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 the instructor.

## 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.

Cheating is the act or attempted act of taking an examination or performing an assigned, evaluated task in a fraudulent or deceptive manner, such as having improper access to answers, in an attempt to gain an unearned academic advantage. Cheating may include, but is not limited to, copying from another’s work, supplying one’s work to another, giving or receiving copies of examinations without an instructor’s permission, using or displaying notes or devices inappropriate to the conditions of the examination, allowing someone other than the officially enrolled student to represent the student, or failing to disclose research results completely.

Plagiarism is a specific form of cheating: the use of another’s words or ideas without identifying them as such or giving credit to the source. Plagiarism may include, but is not limited to, failing to provide complete citations and references for all work that draws on the ideas, words, or work of others, failing to identify the contributors to work done in collaboration, submitting duplicate work to be evaluated in different courses without the knowledge and consent of the instructors involved, or failing to observe computer security systems and software copyrights. Incidents of cheating and plagiarism may result in any of a variety of sanctions and penalties, which may range from a failing grade on the particular examination, paper, project, or assignment in question to a failing grade in the course, at the discretion of the instructor and depending on the severity and frequency of the incidents. (Reedley College Catalog)

## Time Commitment

To succeed in this class, you need to spend time studying. You should plan on spending at least 8 - 10 hours per week. *Please be on time to our zoom meetings at 5pm.*

## Schedule (subject to change)

| **Weeks** | **Topic for High Beginning Listening and Speaking** |
| --- | --- |
| Week 1 | WELCOME activities and Register for Flipgrid, My English Lab (MEL) |
| Week 2 | Getting Acquainted, Lessons 1, 2 |
| Week 3 | Getting Acquainted, Lessons 3, 4 |
| Week 4 | Going Out, Lessons 1, 2 |
| Week 5 | Going Out, Lessons 3, 4 Oral Assessment |
| Week 6 | The Extended Family, Lessons 1, 2 |
| Week 7 | The Extended Family, Lessons 3, 4 Oral Assessment |
| Week 8 | Food and Restaurants, Lessons 1, 2 |
| Week 9 | Food and Restaurants, Lessons 3, 4 Oral Assessment |
| Week 10 | Technology and You, Lessons 1, 2 |
| Week 11 | Technology and You, Lessons 3, 4 Oral Assessment |
| Week 12 | Staying in Shape, Lessons 1, 2 |
| Week 13 | Staying in Shape, Lessons 3, 4 Oral Assessment |
| Week 14 | On Vacation, Lessons 1, 2 |
| Week 15 | On Vacation, Lessons 3, 4 Oral Assessment |
| Week 16 | Shopping for Clothes, Lessons 1, 2 |
| Week 17 | Shopping for Clothes, Lessons 3, 4, Review |
| Week 18 | Final Exam and Final Oral Assessment |

Cancelled or Rescheduled Class

In the rare event I might need to cancel or reschedule a zoom class, I will give you notice before class on Canvas.

Technology Support Policy

*Please use these resources first before asking me. If you still need help, join our zoom meetings and I can help you after our meeting.*

1) For passwords or Canvas:

* Contact the SCCCD Student Help Desk at 559-499-6070
* Contact the 24/7 Canvas Help Line at 844-629-6836

2) [For help setting up FlipGrid](https://scccd.instructure.com/courses/85854/files/15965721/download?download_frd=1)

3) For help with MyEnglishLab set up, see these videos:

**[MyEnglishLab for Students: Registration (Pearson)](https://youtu.be/YbTYPVRAlWI%20)**

[**MyEnglishLab for Students: Joining Your Teacher's Course**](https://youtu.be/qJdxFPKWGnE%20)

**En Español:**

[**Creando una cuenta en MyEnglishLab**](https://youtu.be/SQB7vPV-5Yc)

[**Registrando su libro a MyEnglishLab**](https://youtu.be/QGEkcW3AeKQ)