

Student Information Sheet

Sacramento City College
Spring 2011
Instructor: Brett Thomas
Office: Rodda South 317
Phone: 916-558-2347
Office Hrs: MW 11:30-12 & 5-5:30,
TTh 2:45 – 3:45, F 1-2 & by appt.



ESL Grammar 320

Course Code: 25152
Days/Time: MW 2:45 – 4:50 p.m.
Classroom: **MON: RS 311 / WEDS: RS 270**
Email: thomasb@scc.losrios.edu
My Site: <http://wserver.scc.losrios.edu/~thomasb>
ESL Site: <http://wserver.scc.losrios.edu/~langlit/esl>

Prerequisites:

To be in ESLG 320, you must first:

- 1) have passed ESLG 310 with a grade of "C" or better, OR
- 2) have been placed into ESL level 320 by the SCC ESL assessment test & essay process

Give me a **copy** of either your grade report or assessment center placement showing both test and essay scores **today** or by **FRIDAY**. If you cannot, I will drop you and give your place to a waitlist student who can show the prerequisite. If you are planning to take the assessment test, tell me when you expect to get the results. *If you are trying to add the class, you must give me the prerequisite paper before asking for a permission number.*

Corequisite/Advisory:

There is no corequisite lab for this class. The ESL department strongly recommends that students take ESLR 320 (advanced-low reading) and ESLW 320 (advanced-low writing) at the same time because they will help students do better in the class. If you choose not to take these other classes, or if you are repeating G 320, the ESL Center (ESL 93 Advanced Independent Lab) and free tutoring from the Learning Resource Center (1st floor) are both **strongly** recommended. Register as soon as possible for ESL 93 section **#26986** if you plan to go.

Important Notes About This Class:

This class is a "computer-assisted" class, so you must be able to type on a keyboard (slowly is okay), be able to use computers and the Internet well enough to do some simple searching, and have an email address. I will give you a lot of help, but you need to know the basics and feel comfortable with computers. We will meet in RS 311, a computerized classroom, every Wednesday for our regular class, although we may not always use the computers.

How Much Time Will It Take?

ESLG 320 requires an average time commitment from most students. Your total time working outside of class at home will be about **12 hours a week**. You will do regular grammar assignments and homework to improve your grammar and writing skills.

Required Materials and Textbook:

- 1) Azar, **Understanding and Using English Grammar, Fourth Edition**, 2009 ISBN: 978-0-13-233333-7

This is our main textbook, and we'll begin using it immediately. Bring it *every day*. This is a **NEW** edition with significant differences. You will not be able to complete the assignments using the Third Edition. Please be sure you have the correct book. It is sold in the bookstore & online.

- 2) **Longman Advanced American Dictionary**, ISBN: 0-582-3172-0 or an equivalent *all-English* dictionary is required. Electronic and bilingual dictionaries will not help you much in this class.

- 3) A *Student Access Card* with a Spring 2011 sticker [student ID, library card, printing card, & bus/rail pass in one card!]

- 4) An active **email** address & a flash drive to keep documents, projects, etc.

- 5) A notebook, paper, pens & pencils (to take notes in class, do homework, etc.)

Last Day to Enroll (Add or Drop)
Last Day to Drop (No grade)
Last Day to Withdraw ("W" grade)
SPRING BREAK
Last Day of Class

January 30th
February 13th
April 17th (Sunday)
April 18th – 22nd
May 11th

FINAL EXAM

Wednesday, May 18th, 12:45 – 2:45 p.m.

You are expected to be present at the final examination on Wednesday, May 18th, 2011. The day and time of the exam will not change, and early exams are not allowed, so do not purchase airplane tickets or make travel plans for dates on or before the day of your final.

CLASS POLICIES: These are the rules for ESLG 320. Be sure you understand them.

Cheating and Plagiarism:

You will not cheat in this class. That's it. If you share test information before, during, or after a test, that is cheating. If you and a friend turn in identical homework, that is cheating. If you turn in an assignment that was written by someone else, that is cheating. If you use other writers' words and ideas in your papers, you **MUST** mark them in quotes and say where they came from; if you paraphrase, you must still cite your source; if not, it is plagiarism. According to school policy, if I suspect you have cheated or plagiarized, you will receive **zero** points for the assignment, and you may fail the course.

Attendance and Lateness:

Being late is as bad as being absent. You miss important information and you interrupt and slow down the class. Three lates count as one absence and being more than 10 minutes late counts as being absent. You can miss only **two (2) classes** or **four hours total** (two days) in the semester for any reason, excused or not. You will either be **dropped** or you will **lose 10 points for each extra absence**. Attendance and lateness in class will strongly affect your grade, by reducing your total points. Please do not make appointments during your class times!

If you know you will be absent, or if you are sick, *please* call my office or email me and let me know why you are absent and when you will be back. Get the number of a classmate TODAY who can bring you handouts and share notes with you. **You are responsible for all material covered in class and assigned as homework.** Be sure to take notes during class lectures and discussions!

Grading and Late Homework:

All grades will be given in points/percents or letter grades. I will give you a grade report at midterm and before the last drop day. If there is anything you don't understand, always feel free to talk to me. If you find a mistake or think I graded something incorrectly, tell me immediately. I will not change grades after the end of the semester. If you are absent, all homework you miss is still due on the day you return, but is not late.

Generally, 100-90% = A, 89-80% = B, 79-70% = C, 69-60% = D, <60 = F.

All assignments must be turned in on time. The homework assignments in this class are frequent, and you may rewrite them to improve your grade if you do not have a passing score. NOTE: Rewriting will get you the minimum passing score **IF** you redo them by the next class; this mean you have to keep up with them. Not turning them in can seriously affect your class grade! Homework more than two class days late will not be accepted for a grade. (I may correct it for you, but you'll get zero points.) There is no excuse for late work - you can email it to me at any time.

Typical Assignments: (See the G320 Schedule for actual assignments.) Schedules, grading plans and other information may change at any time; if they do, the instructor will inform you. Keep this paper for your records.

In-Class Tests ~55% *must have C- average to pass*

4 in-class tests, 2-3 quizzes and one final exam. 4@100 + 3@25 + 1@200 points 675

These will be tests on 1-2 chapters from our textbook plus other skills we have studied in class. Each will be 90 minutes long. There will be other in-class practices and quizzes that will be graded. The final will be cumulative (all material covered).

Homework ~40%

Grammar Assignments
Textbook Exercises, Writing, etc. ~25@ from 10 to 20 points ~350

These will be done on paper to turn in, usually the next class meeting. **You will also have many other homework assignments to do at home, but not to turn in. I expect you to do these for your participation grade.**

Daily Participation ~ 5%

75

This includes coming to class on time, asking and answering questions, participating in group work and discussion, and completing homework study assignments before class so you are ready to talk about them.

TOTAL points ==1100

!! NOTE: To receive a "C" or better in ESLG 320, students must have an average 70% success (C-) on all in-class quizzes and examinations first, and then an average of 70% or greater success on all other work, including class participation!!

Skills you need for ESLG 320:

The following ESLG 310 prerequisite skills are needed in order to be successful in the course:

- ❖ *using the grammatical structures listed in the course topics, orally and in writing short compositions*
- ❖ *using the twelve verb tenses (including both regular and irregular forms) in the active voice, in statements, negatives, and questions*
- ❖ *control of both yes/no and "wh-" questions*
- ❖ *using modal auxiliary verbs in present and past tenses*
- ❖ *using nouns, pronouns, quantity words, and articles*
- ❖ *using participles (gerunds) and infinitives*
- ❖ *compose sentences showing correct use of adverb clauses of time*
- ❖ *analyzing, identifying, and correcting grammatical errors in compositions*

About this class:

This course focuses on the forms and meanings of major structures used in writing at the Advanced-Low level with an emphasis on clause structure. Oral practice reinforces the structures studied. Students practice writing extensively, both in and out of class. Assignments emphasize sentence structure in the context of longer written work.

When you successfully complete this class, you will be able to:

- ❖ differentiate the different types of clauses.
- ❖ demonstrate skill in using noun, adjective and adverb clauses, and reductions of these clauses.
- ❖ use passive voice correctly and appropriately.
- ❖ demonstrate skill in combining sentences, with emphasis on subordination and coordination.
- ❖ express real and unreal conditional ("if" or "unless") situations using appropriate verb forms and word order.
- ❖ demonstrate skill in editing to achieve clarity and correctness.
- ❖ demonstrate skill in using targeted grammar structures in extended writings.

Other Policies and Notices:

- ❖ No cell phones may be used during class. If it rings, turn it **off**. You may be asked to leave.
- ❖ Papers and files will be kept until the end of the following semester, then thrown out.
- ❖ **Students speak in English at all times during class.**
- ❖ Take care of all business before class, during break, or after class – **do NOT get up and leave during the class.**
- ❖ Bring your textbooks *and* any handouts I give you to class *every day* in your notebook.

Special Needs:

If you have a special need or accommodation (learning or other disability, extra time needed) that has been identified by the Learning Disability or Disability Resource Centers, please discuss it with me as soon as possible. All conversations will be confidential. The college has many resources to help you succeed, as well as counseling and financial aid if you have problems that are keeping you from coming to class or being as successful as possible.



Sometimes you get a glimpse of a semicolon coming, a few lines farther on, and it is like climbing a steep path through woods and seeing a wooden bench just at a bend in the road ahead, a place where you can expect to sit for a moment, catching your breath.

-- Lewis Thomas, American physician and writer.

← This is your teacher, Professor Thomas (no relation to Lewis).

Tell Me About Yourself!

ESLG 320

Name: _____ In class, please call me: _____

Phone number: _____ FIRST LAST Email: _____

You will need an email address for this class. You already have free campus email and free use of campus computers.

*** How are you prepared for this class? Check one box which shows your prerequisite.**

You must give the teacher a copy of one of these prerequisites this week.

I have **passed** the prerequisite class, **ESLG 310** and received (check one) an A _____, B _____, or C _____.

→→ *The teacher checks this on his computer; if not, he'll ask for a copy.*

OR

I took the ESL **assessment test and essay** from Jan. '08 – now and received a "TAKE ESL 320 Level" placement.

→→ Give me a copy of your **placement report**.

OR

I'm **repeating** this class (W/D/F only).

→→ Give me a copy of your **placement report or ESLG 310 grade**.

OR

I'm **on the waiting list** for this class

→→ Write your Student ID# _____ & give me a copy of your prerequisite.

*Permission numbers to add the class will be given **AFTER** your prerequisite is confirmed and only if there is space to accept you as a student. Maximum number of students per section is 27.*

*** Please answer these questions:**

1. **Which** languages do you know? _____
2. **Where** were you born? _____
3. **How long** have you lived in the U.S.? _____
4. Did you go to **high school** in this country? _____
5. Did you go to a **university** in any country? _____
6. **How many** units are you taking this semester, total? _____
7. **How many** hours a week do you work (no job = 0)? _____
8. Are you a good **reader? writer?** _____
9. Are you comfortable **using computers?** _____
10. How old are you? Under 18 18-21 21-30 31-40 41-50 51-60 Over 60

*** Please read and sign this agreement.**

I, _____, *agree that I will not cheat in any way in this class. I understand the rules in this class and the results of cheating (zero points) as the teacher explained them. I know that honesty is the most important thing and I know that I will get a grade only for my own work. By signing this, I promise to uphold the honor code for students at Sacramento City College.*

SIGN HERE

DATE

STOP!

STOP!

STOP!

*** The teacher will do this section.**

Prerequisite	Completed (Semester/Grade):	_____
Assessment	Approved (Computer + Essay):	_____
Repeating	Previous Classes (Semester/Grade):	_____
Other	Verified (Name/Reason):	_____
Waitlisted	Added from Wait List (Date):	_____

NOTES: