Intensive English Program Gulfton Center Southwest College
ESOL 0341-0080 – Beginning Conversation for Foreign Speakers
CRN 65982 – SPRING 2011 Gulfton Center – Room 106 | 7:00-9:50 PM Mon/ 7:00-8:50 PM Wed
3 hour lecture/2 hour lab course / 80 hours per semester/ 16 weeks

Instructor: E. L. Ferguson
Instructor Contact Information: elleashia.ferguson@hccs.edu/713-718-7750
Office location and hours
By appointment

Course Description
A course developing conversational skills in simple English with emphasis on vocabulary and grammatical structures used in day-to-day living. Vocabulary, pronunciation, simple sentence structure, and intonation patterns are stressed.

Course Goal
ESOL 0341 Beginning Conversation seeks to prepare students for college level academic or workforce study by accomplishing the following objectives:
- Developing students' conversational skills through the use of vocabulary and grammatical structures used in day-to-day living.
- Introducing students to real life situations through the use of in-class presentations and role plays.
- Developing students' listening comprehension skills through exposure to recorded and teacher-generated listening comprehension material.
- Giving students an awareness of the basic principles of English pronunciation as well as common stress and intonation patterns through exposure to songs, jazz chants, and tapes.

Student Learning Outcomes
1. Comprehend simple spoken statements about familiar day-to-day situations;
2. Participate meaningfully in a simple conversation in familiar day-to-day situation;
3. Produce comprehensible, reasonably accurate pronunciation of English words and sentences;
4. Produce a brief, informative presentation that is comprehensible with effort to those accustomed to dealing with non-native English speakers.

Learning objectives
1a. Demonstrate understanding of questions and statements related to familiar day-to-day situations;
1b. Identify appropriate vocabulary related to these situations;
2a. Produce comprehensible, meaningful speech in response to questions related to familiar day-to-day situations;
2b. Employ appropriate vocabulary related to these situations;
3a. Produce the vowels and consonants of English;
3b. Produce sentences with few errors in intonation, pitch and stress;
4a. Produce a presentation of from 2-4 minutes on a familiar topic preapproved by the instructor;
4b. Use non-verbal materials to assist in conveying the meaning of the presentation

16 WEEK CALENDAR
WEEK ONE
Introduction; Unit 1
WEEK TWO
Unit 1; Unit 2
WEEK THREE
Unit 2; Unit 3; Conversation Quiz on Units 1 and 2
WEEK FOUR
Listening/Vocabulary Quiz on Units 1 and 2; Unit 3; Unit 4
WEEK FIVE
Unit 4; Unit 5; Individual Oral Presentations (1-3 minutes)
WEEK SIX
Unit 6
WEEK SEVEN
Quiz on Units 3, 4, 5, & 6; Unit 7
WEEK EIGHT
Individual Oral Presentations (3-5 minutes); Begin work on Pair Presentations
Unit 8; Conversation Quiz on Units 3, 4, 5, & 6
WEEK NINE
Individual conferences about midterm progress Quiz on 7 and 8; Unit 9; Work on Pair Presentations
WEEK TEN
Unit 10; Work on Pair Presentation
WEEK ELEVEN
Unit 11; Pair Presentations (6-8 minutes)
WEEK TWELVE
Unit 12; Continue Pair Presentations if needed
WEEK THIRTEEN
Quiz on Units 9, 10, & 11; Unit 13
WEEK FOURTEEN
Unit 14; Quiz on 12, 13, & 14; Conversation Quiz
WEEK FIFTEEN
Unit 15 and 16; Conversation Quiz

Review for final WEEK SIXTEEN

FINAL EXAM
This is a tentative schedule. If I change the schedule, I will give you a new calendar.

Instructional Methods
1a. classroom discussion; 1b. pair work; 1c. recorded conversations and exercises; 2a. classroom discussion; 2b. pair work; 3a. modeling correct English pronunciation; 3b. playing for students sample passages of spoken English for them to imitate; 4a. lecture (describing the elements of a successful presentation); 4b. group work (for selecting topics and peer critique of topics)

Student Assignments
Individual Presentations Pair Presentation Recordings for fluency, accuracy, and pronunciation Listening Assignments (in the lab and homework)

Assessments
Unit Quizzes Presentations Recordings Unannounced quizzes and dictations

Instructional Materials
Interchange Intro, 3rd ed. Cambridge Univ Press
printed reference material;
recorded conversations for use in lab or classroom.

HCC Policy Statement - ADA
Services to Students with Disabilities Students who require reasonable accommodations for disabilities are encouraged to report to Dr. Becky Hauri at 713-718-7910 to make necessary arrangements. Faculty is only authorized to provide accommodations by the Disability Support Service Office. Please see this website for more information: http://hccs.edu/student-rights

HCC Policy Statement: Academic Honesty: Academic Honesty (Dishonesty = Cheating): Any form of cheating or copying, (plagiarism) will result in a 0 for that assignment and possible recommendation for probation or dismissal from the college system. Cheating includes copying from another student during a test or giving another student answers in a test. One form of cheating is copying from the Internet or another text and handing it in as your work. Another form of cheating is memorizing text from the Internet or a book and using those words as your own on a test or homework. ALL work has to be written by the student and not copied from another source.

HCC Policy Statement: Attendance
According to the HCC's Student Handbook, you may be dropped from a course after accumulating absences in excess of 12.5 percent of the total hours of instruction (lecture and lab). For Intensive English if you exceed a total of 10 hours (12.5%) of absence in any class (4 days of any class including labs), you can be discontinued from ALL classes. This will make F1 students out of status and cause visa problems. Please email me if you are absent and talk to me on your return to get homework.

Tardiness and in-class time absence: Classes and tests begin promptly. Lateness of ten minutes or more count as class or lab absence. Three tardies (lateness) = 1 absence. Lateness after break times, leaving early or disappearing during class or lab are also counted as absences. Texting, using social networking sites, or other improper use of technology during class time or lab time are also counted towards your absences (1 warning= 1 tardy).
Class attendance equals class success.

HCC POLICY ON STUDENTS REPEATING FOR A THIRD TIME: Repeating students: Students who repeat a course for three or more times will face a tuition fee increase at HCC and other Texas public colleges and universities. If you are having trouble in class talk to your teacher and go for tutoring. Get other assistance from a counselor before withdrawing or if you are not receiving passing grades. If a student fails a class for the second time, he or she will receive an F for that class. Students should get help so that they do not fail. Students who need extra help should see me after school or in break times or find a class buddy. Tutoring is also available after school on Tuesday to Thursday from 1:30 to 2:30 in room 105 and Fridays from 9 -11 in the audio lab.

HCC POLICY ON SEXUAL HARRASSMENT:
Sexual harassment in any form is not tolerated at Houston Community College. It is a violation of HCCS policy for an employee, agent, or student of the college to engage in sexual harassment as defined in the EEOC guidelines (EEO/AA Compliance Handbook 47). See HCCS Student Handbook for more information.

HCC WITHDRAWAL DEADLINE:
To drop a class, you must see a counselor. The nearest place to see one is at West Loop campus. Or you may see the advisor in room 117. The last day students may withdraw or be dropped from a class with a grade of W is Thursday April 14 before 4:30 p.m. Students who have excessive absences after that date will receive the grades they earn. Note: International students will be out of status if they drop their classes and may have to go back to their country. Speak with a counselor or the advisor before dropping classes to make sure of the procedures.

Classroom Behavior
Treat your classmates and teacher with respect. Use English. Make the most of your class time by actively participating in discussions and activities. Do not use your cell phone to text during class. Turn your cell phone to vibrate and keep it in your pocket if you are expecting an emergency call.

Use of Camera and/or Recording Devices Use of recording devices, including camera phones and tape recorders, is prohibited in classrooms, laboratories, faculty offices, and other locations where instruction, tutoring, or testing occurs. Students with disabilities who need to use a recording device as a reasonable accommodation should contact the Office for Students with Disabilities for information regarding reasonable accommodations.

Misuze of Electronic Devices in the Classroom The use of electronic devices by students in the classroom is up to the
discretion of the instructor. Any use of such devices for purposes other than student learning is strictly prohibited. If an instructor perceives such use as disruptive and/or inappropriate, the instructor has the right to terminate such use. If the behavior continues, the student may be subject to disciplinary action to include removal from the classroom or referral to the Dean of Student Services. Please see Attendance Policy for this class.

Disruptive Behavior Students that conduct themselves in a manner that significantly interferes with college teaching, research, administration, disciplinary procedures or other authorized college activities (including its public service functions) on the college premises will be subject to disciplinary action.

Instructor Requirements
The teacher needs to:
Create a rich learning environment for writing and student interaction
Provide grading scales and assessment
Give assignments on computers on a range of topics connected to the course
Make tests and assignments clear
Tell students about important HCC policies such as attendance policies and academic honesty
Make a class calendar available
Make arrangements to keep in contact with students when they need help or have questions

To succeed in college the students need to:
Attend class, participate in activities, listen to the teacher and classmates, and ask questions.
Create a good learning environment.
Turn off cell phones or use vibrate mode for emergencies.
Do assignments and homework regularly.
Do your own work. Do not copy.
Have fun with English. Practice your English by making friends, reading books, going to movies, watching TV, or volunteering in the community.

Program/Discipline Requirements
*Basic Requirements for ESOL 0341
Students in ESOL 0341 will have at least 3 graded speaking assignments in class:

1 individual presentation   1 paired presentation   a final exam

It is strongly recommended that students be made to create visual aids for use with their presentations. In addition, students should be given time to research their topics on the internet or in the library. Students should also be given a time frame in which to speak (2-5 minutes, for example). They should be encouraged to speak for longer lengths of time as the semester progresses. Finally, the students should be informed about how their presentations will be graded. Teachers should not expect students at this level to speak in grammatically perfect sentences or to have perfect pronunciation, although they should expect the students to be comprehensible to someone who has some dealings with non-native speakers of English. In addition, teachers should expect students to have control over basic grammatical patterns.

Students in ESOL 0341 will have at least 5 Vocabulary/Listening quizzes at the end of individual units.

HCC GRADING SCALE
Grading Scale 90-100 = A 80 - 89 = B 70 - 79 = C Below 70= IP or F (not passing)

ESOL 0341 Grading Formula
Oral Presentations 30%
Listening/Vocabulary Quizzes 20%
Daily Participation/ Lab 15% 15%
Final Exam 20%
100%

Holidays and Important Dates
Presidents' Day (No classes) February 21
Spring Break (No classes) March 14-18
Last Day for Administrative/Student Withdrawals April 14 at 4:30 PM
Final Exams May 9 and 10