



**Intensive English Program
ESL/Intensive English Department**

ESOL 0356: Advanced Conversation for Foreign Speakers

Spring 2022 | CRN #13826

Online On Schedule/ Tuesday-Thursday 8 to 10:20 A.M.

|
Instructor Contact Information

Instructor: Lucy Castillo	Office Phone:	Online
Office: Online	Office Hours:	Virtual
email lucy.castillo@hccs.edu	Office Location:	Online

Please feel free to contact me concerning any problems that you are experiencing in this course. Your performance in my class is very important to me. I am available to hear the concerns and just to discuss course topics.

Instructor's Preferred Method of Contact

Email: lucy.castillo@hccs.edu. I will respond to emails within 24 hours Monday through Friday; I will reply to weekend messages on Monday mornings. >> I will respond to emails within 24 hours Monday through Friday; I will reply to weekend messages on Monday mornings.

What's Exciting About This Course

This course is designed to encourage students to improve aural comprehension of academic lectures, note-taking skills, and enhance verbal communication of complex ideas.

My Personal Welcome

Welcome to ESOL 0356 - Advanced Conversation for Foreign Speakers. The best way to really discuss issues is in person and I'm available during posted office hours to tackle the questions. My goal is for you to walk out of this course with a better understanding of how to construct an oral presentation exhibiting level-appropriate pronunciation and fluency. So please contact me by email whenever you have a question.

Prerequisites and/or Co-Requisites

A passing grade in ESOL 0349 or, for incoming students, placement exam cut-offs

Canvas Learning Management System

This section of ESOL 0356 will use Canvas (<https://eagleonline.hccs.edu>).

HCCS Open Lab locations may be used (if open) to access the Internet and Canvas. **USE FIREFOX OR CHROME AS THE INTERNET BROWSER.**

Scoring Rubrics, Sample Assignments, etc.

Your evaluation and grade are based on several criteria. You will know in advance how each assignment is being graded. Look in Canvas for the scoring rubrics for assignments, samples of class assignments, and other information to assist you in the course.

<https://eagleonline.hccs.edu/login/ldap>

Instructional Materials

Textbook Information

The textbook listed below is **required** for this course.

"Pathways 4 Listening, Speaking, and Critical Thinking" (2nd edition) by Paul MacIntyre (National Geographic). ISBN-13: 9781337407748

The book is included in a package that contains the text as well as an access code and are found at the HCC Bookstore. Order your book here: HCC Bookstore

Other Instructional Resources

Tutoring

HCC provides free, confidential, and convenient academic support, including writing critiques, to HCC students in an online environment and on campus. Tutoring is provided by HCC personnel in order to ensure that it is contextual and appropriate. Visit the [HCC Tutoring Services](#) website for services provided.

Libraries

The HCC Library System consists of 9 libraries and 6 Electronic Resource Centers (ERCs) that are inviting places to study and collaborate on projects. Librarians are available both at the libraries and online to show you how to locate and use the resources you need. The libraries maintain a large selection of electronic resources as well as collections of books, magazines, newspapers, and audiovisual materials. The portal to all libraries' resources and services is the HCCS library web page at <http://library.hccs.edu>.

Supplementary Instruction

Supplemental Instruction is an academic enrichment and support program that uses peer-assisted study sessions to improve student retention and success in historically difficult courses. Peer Support is provided by students who have already succeeded in completion of the specified course, and who earned a grade of A or B. Find details at <http://www.hccs.edu/resources-for/current-students/supplemental-instruction/>.

Course Overview

A continuation of ESOL 0349, this course is designed to encourage students to improve aural comprehension of academic lectures, note-taking skills, and enhance verbal communication of complex ideas.

Core Curriculum Objectives (CCOs)

Upon completion of ESOL 0356, Advanced Conversation, the student should be able to:

1. Analyze and interpret a variety of listening texts, identify main ideas, details, and conclusions.
2. Identify main idea and key points of an academic lecture and be able to use lecture notes in collaboration with classmates to orally review and summarize lectures.
3. Express ideas fluently, accurately, and appropriately in spoken American English, as required in first-year college courses, certification programs, or workforce settings.
4. Be able to interpret speakers' tone, attitude, and stress.
5. Successfully prepare and deliver oral presentations using visual aids and that attends to the influence of posture, eye contact, volume and speed of speech, word stress, with strong grasp of pronunciation rules and norms.

Program Student Learning Outcomes (PSLOs)

After completing the Intensive English program, the student will:

1. Produce an oral presentation exhibiting level-appropriate pronunciation and fluency
2. Demonstrate comprehension of a level-appropriate listening passage.
3. Transform simple sentences into complex ones using a variety of grammatical structures appropriate to the level
4. Compose a composition that is appropriate to the level in terms of fluency, organization, and grammatical accuracy;
5. Read and summarize a level-appropriate text.

Course Student Learning Outcomes (CSLOs)

After completing ESOL 0356, Advanced Conversation students should be able to:

1. Produce spoken discourse which is accurate enough to be comprehended with effort by those unaccustomed to interacting with non-native English speakers.
2. Demonstrate ease in participating in paired, small group, and large group discussions on a variety of topics.
3. Make three to four presentations involving a variety of visual resources on researched topics commonly found in academic or workforce settings.
4. Demonstrate the ability to take notes of key points of a spoken lecture.

5. Summarize a written or oral text on an academic topic

Learning Objectives

Students will:

- 1.1 Produce spoken discourse with few errors in pronouncing the English sounds;
- 1.2 Produce sentences with accurate stress and intonation patterns.

- 2.1 Discuss a variety of academic or workforce topics in pairs, small groups, and large groups, including in response to recorded academic lectures;
- 2.2 Participate in classroom panel discussions or debates regarding academic topics.

- 3.1 Select a topic of interest to the student and the class and research the topic from different sources;
- 3.2 Organize a presentation of 5-7 minutes on that topic;
- 3.3 Combine a variety of audio and visual resources to supplement the presentation;
- 3.4 Deliver the presentation to the class, and answer questions that may arise.

- 4.1 Outline the content of an academic presentation or lecture.
- 4.2 Utilize notes to participate in discussions or complete a variety of tasks relevant to academic or workplace contexts.

- 5.1 Explain the main ideas and important details of written or oral texts, using notes taken as the source of information.

Student Success

Expect to spend at least twice as many hours per week outside of class as you do in the course studying the course content. Additional time will be required for written assignments. The assignments provided will help you use your study hours wisely. Successful completion of this course requires a combination of the following:

- Reading the textbook
- Participating online
- Completing assignments

There is no short cut for success in this course; it requires reading (and probably re-reading) and studying the material using the course objectives as a guide.

Instructor and Student Responsibilities

As your Instructor, it is my responsibility to:

- Provide the grading scale and detailed grading formula explaining how student grades are to be derived
- Facilitate an effective learning environment through learner-centered instructional techniques
- Provide a description of any special projects or assignments
- Inform students of policies such as attendance, withdrawal, tardiness, and making up assignments
- Provide the course outline and class calendar that will include a description of any special projects or assignments
- Arrange to meet with individual students before and after class as required

As a student, it is your responsibility to:

- Attend class in person and/or online
- Participate actively by reviewing course material, interacting with classmates, and responding promptly in your communication with me
- Read and comprehend the textbook
- Complete the required assignments and exams
- Ask for help when there is a question or problem
- Keep copies of all paperwork, including this syllabus, handouts, and all assignments
- Attain a raw score of at least 50% on the departmental final exam

Be aware of and comply with academic honesty policies in the HCCS Student Handbook.

Assignments, Exams, and Activities

Oral Presentations

The core of the assessment of student performance in this course is a series of organized oral presentations, which, taken together, engage students' public speaking ability, pronunciation, research skills and teamwork. There will be at least four (4) presentations.

You will be given a rubric (evaluation form) that I will use to assess the quality of your performance in the presentations. A copy will be posted in Canvas.

Online Activities

During the term there will be many activities such as quizzes, class discussions, debates, lecture listening and notetaking practice and individual speaking assignments that are recorded and emailed to your instructor.

Final Exam

All students will be required to take a comprehensive final exam which will include the following elements: Vocabulary acquisition, listening test and speaking/ conversation assessment.

Prior to the final exam, you will receive all rubrics which will be used to assess student performance on the test.

Students who are absent from the final exam without discussing their absence with the instructor in advance or within 24 hours afterward will receive a course grade of Incomplete. Any student who does not take a makeup exam by the end of the following long semester will receive a final exam grade of zero and a course grade of F.

Grading Formula

The total grade for the course will be based on the following percentage breakdown.

Oral Presentations	50
MyELT work	30
Final Exam	20%
Total	100%

Grade	Total Points
A	90+
B	80-89
C	70-79
F/IP	<69

Incomplete Policy:

In order to receive a grade of Incomplete ("I"), a student must have completed at least 85% of the work in the course. In all cases, the instructor reserves the right to decline a student's request to receive a grade of Incomplete.

HCC Grading Scale can be found on this site under Academic Information:
<http://www.hccs.edu/resources-for/current-students/student-handbook/>

Syllabus Modifications

The instructor reserves the right to modify the syllabus at any time during the semester and will promptly notify students in writing, typically by e-mail, of any such changes.

Instructor's Practices and Procedures

Missed Assignments

All assignments must be turned in on the due date. **Any homework submitted after the due date will be marked down 10 points for each day it is late. No late work will be accepted after the third day past the due date.** In order to make up an exam or quiz, documentation must be provided that shows the reason for the absence.

Academic Integrity

Any form of cheating or copying will result in a grade of 0 for that assignment. Cheating includes copying from another student, getting assistance from another student during an exam, giving or getting answers on a test/quiz, and copying from the Internet. Copying from the Internet, including for speeches or other oral assignments, and presenting it as your own words is called **plagiarism**, another form of cheating. ALL work has to be completed and presented by the student IN HIS/HER OWN WORDS and not copied from another source. A second occurrence of cheating will result in automatic failure in the course. Scholastic dishonesty will result in a referral to the Dean of Student Services. See the link below for details.

Here's the link to the HCC information about academic integrity (Scholastic Dishonesty and Violation of Academic Scholastic Dishonesty and Grievance):

<http://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-procedures/>

Attendance Procedures

All students who have not attended (logged into Canvas) by the Official Day of Record (February 1) will be dropped or withdrawn from the class for non-attendance. According to the HCC Student Handbook, you may be dropped from a course after accumulating absences in excess of 12.5 percent of the total hours of instruction. For Intensive English, if you exceed a total of 10 hours (12.5%) of absence in any class, you can be dropped from ALL Intensive English 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 find out the work that you missed.

Student Conduct

Treat your classmates and teacher with respect. Also, using English is expected and required. Please keep your personal conversations to only those which are necessary. This maintains respect for the learning environment and does not distract others.

Instructor's Course-Specific Information

Every effort will be made to grade work as quickly as possible. Please understand that listening to speaking assignments and giving specific feedback takes time. All grades will be posted in Canvas as soon as the work is graded.

HCC Policies

Here's the link to the HCC Student Handbook <http://www.hccs.edu/resources-for/current-students/student-handbook/> In it you will find information about the following:

- Academic Information
- Academic Support
- Attendance, Repeating Courses, and Withdrawal
- Career Planning and Job Search
- Childcare
- disAbility Support Services
- Electronic Devices
- Equal Educational Opportunity
- Financial Aid TV (FATV)
- General Student Complaints
- Grade of FX
- Incomplete Grades
- International Student Services
- Health Awareness
- Libraries/Bookstore
- Police Services & Campus Safety
- Student Life at HCC
- Student Rights and Responsibilities
- Student Services
- Testing
- Transfer Planning
- Veteran Services

GLS³

The EGLS³ (Evaluation for Greater Learning Student Survey System) will be available for most courses near the end of the term until finals start. This brief survey will give invaluable information to your faculty about their teaching. Results are anonymous and will be available to faculty and division chairs after the end of the term. EGLS³ surveys are only available for the Fall and Spring semesters. EGLS³ surveys are not offered during the Summer semester due to logistical constraints.

<http://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/>

Campus Carry Link

Here's the link to the HCC information about Campus Carry:

<http://www.hccs.edu/departments/police/campus-carry/>

HCC Email Policy

When communicating via email, HCC requires students to communicate only through the HCC email system to protect your privacy. If you have not activated your HCC student email account, you can go [to HCC Eagle ID](#) and activate it now. You may also use Canvas Inbox to communicate.

Housing and Food Assistance for Students

Any student who faces challenges securing their foods or housing and believes this may

affect their performance in the course is urged to contact the Dean of Students at their college for support. Furthermore, please notify the professor if you are comfortable in doing so. This will enable HCC to provide any resources that HCC may possess.

Office of Institutional Equity

Use the link below to access the HCC Office of Institutional Equity, Inclusion, and Engagement (<http://www.hccs.edu/departments/institutional-equity/>)

disAbility Services

HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including long and short term conditions, mental health, chronic or temporary medical conditions), please meet with a campus Abilities Counselor as soon as possible in order to establish reasonable accommodations. Reasonable accommodations are established through an interactive process between you, your instructor(s) and Ability Services. It is the policy and practice of HCC to create inclusive and accessible learning environments consistent with federal and state law. For more information, please go to <https://www.hccs.edu/support-services/ability-services/>

Title IX

Houston Community College is committed to cultivating an environment free from inappropriate conduct of a sexual or gender-based nature including sex discrimination, sexual assault, sexual harassment, and sexual violence. Sex discrimination includes all forms of sexual and gender-based misconduct and violates an individual's fundamental rights and personal dignity. Title IX prohibits discrimination on the basis of sex-including pregnancy and parental status in educational programs and activities. If you require an accommodation due to pregnancy please contact an Abilities Services Counselor. The Director of EEO/Compliance is designated as the Title IX Coordinator and Section 504 Coordinator. All inquiries concerning HCC policies, compliance with applicable laws, statutes, and regulations (such as Title VI, Title IX, and Section 504), and complaints may be directed to:

David Cross
Director EEO/Compliance
Office of Institutional Equity & Diversity
3100 Main
(713) 718-8271
Houston, TX 77266-7517 or Institutional.Equity@hccs.edu
<http://www.hccs.edu/departments/institutional-equity/title-ix-know-your-rights/>

Office of the Dean of Students

Contact the office of the Dean of Students to seek assistance in determining the correct complaint procedure to follow or to identify the appropriate academic dean or supervisor for informal resolution of complaints.

<https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-complaints/speak-with-the-dean-of-students/>

Department Chair Contact Information

Kevin Clement, kevin.clement@hccs.edu, 713.718.7201

