



ENGLISH LANGUAGE INSTITUTE

HL 146 Academic Reading and Writing - 1
COURSE SYLLABUS: Spring 2014

Instructor: Blinera Shurreci

Office Location: Hall of Languages 214

Office Hours: 11:00 a.m. – 12:00 p.m. or by appointment.

Class Room: HL 146

University Email Address: blinera0arenilb@gmail.com

COURSE INFORMATION

NorthStar 2 Reading and Writing (3rd edition), Natasha Haugnes and Beth Maher, *Pearson Longman*. ISBN 978-0-13-240991-9

Basic English Grammar (3rd edition). Betty S. Azar and Stacy A. Hagen, *Pearson Longman*. ISBN 978-0-13-240966-7

Course Description: This course is for Beginner ESL students. The course will concentrate on developing academic writing skills through authentic readings and process writing approach.

- To improve general reading writing skills.
- To monitor comprehension and adjust reading strategy.
- Determine the purpose for reading.
- Determine the purpose for writing.
- Select writing strategy for appropriate purpose.
- Understand writing process and method.
- Monitor development of composition, including grammar, usage, punctuation, and style.

Student Learning Outcomes:

- Determine the purpose for reading.
- Monitor comprehension and adjust reading strategy.
- Analyze the information and reflect on its underlying meaning.
- Integrate new understanding with prior knowledge to address the reading purpose.

- Determine the purpose for writing.
- Select writing strategy for appropriate purpose.
- Understand writing process and method.
- Monitor development of composition, including grammar, usage, punctuation and style.

COURSE REQUIREMENTS

Instructional / Methods / Activities Assessments

This is a face-to-face course, in which you will attend class, and submit all class work on time. There will be weekly writing, listening and speaking activities and a number of group and individual projects. The syllabus is subject to change.

Students must come to class prepared as teaching will begin on the assumption that students are prepared and teaching will not stop for those that are unprepared.

Grading

We will use the standard scale for grades: A= 90-100, B=80-89, C=70-79, D=60-69. Please remember you must have a “B” or better in your course to progress.

Grade Description:

1. **90% - 100% A** Excellent
2. **80% - 90% B** Good
3. **70% - C, D, F** Unsatisfactory Progress

Both a midterm and final exam will be given. Details on the exams will be given in class.

Midterm – 20%

Final – 20%

Unit tests (10 tests) – 15%

Classroom Participation – 15%

Speaking/Presentation – 15%

Homework – 15%

Online course work will be done with MyNorthStarLab.com. Further listening/speaking work may be assigned.

TECHNOLOGY REQUIREMENTS

- Flash drive or other means (dropbox.com account, for example) of storing digital versions of the essays and other written material you generate (always, always keep a backup of everything you turn in!)

- A MyLeo or TAMU-C email address that you check often (everyday)
- Regular internet access (additional readings available online)
- Access to a computer with a word processing program and a printer (assignments must be typed and printed)
- MyNorthStarLab.com – eCollege through your myLeo account.

COMMUNICATION AND SUPPORT

Interaction with Instructor Statement:

Please contact me if you have any questions or to schedule an appointment. You will receive a midterm & end term progress reports. The best way to get in touch with me is via email at blinera.shurreci@tamuc.edu

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Program Progress

Earn a grade of 'B' or better to progress to the next level.

Attendance Policy

Students must attend a minimum of 85% of all scheduled ELI classes in order to receive a Certificate of Participation from the English Language Institute.

Consistent, regularly scheduled practice and participation are essential to successful language learning. Therefore, in order to get the very best from this intensive English experience, **students are expected to attend all classes**. Missing more than 2-3 classes during a semester can affect a student's progress in a course because learning is a developmental activity—each skill builds upon those previously learned.

A student's failure to attend classes may result in **lower grades** and may cause **failure** in a course. Absences are reported to the Director; the campus immigration officer is also informed of excessive absences. **A student with excessive unexcused absences will be a candidate for dismissal from the program.**

Excused absences are:

1. Personal illness. Must provide physicians note.
2. Participation in an institute-wide or university sponsored trip.
Notification is to be given to the instructor before day of absence.
3. Attendance at the funeral of an immediate family member.

If you have an 'excused absence', you will be able to make up the course assignments you missed within one week of your return to class. It is your responsibility to meet with your instructor to determine the assignments missed. Failure to meet with the instructor regarding an excused absence may result in an 'F' for that assignment.
Excused absences still count towards the 15% of classes you can miss.

Tardy Policy

Students must be seated in the classroom before the instructor enters. Being late to class interrupts the learning of fellow students and it is disrespectful to me as your instructor and to your classmates.

30 minutes late to class will be considered an absence. Tardies will receive a 1 point deduction on your daily participation grade.

You may go to the bathroom without informing the teacher, but if you don't return within 20 minutes, one tardy will be marked on your attendance; if you don't return within 30 minutes, and you will receive an absence for the day.

Class Room Participation

Participation in class, small group or partner discussions and activities is required in this class. Your native language may not be spoken in this class.

This is an **English only** classroom.

You may earn 4 points per day; 1 punctuation, 1 homework, 1 speaking only in English, 1 listening, for daily participation with a total of 16 participation points per week. If you are absent, you will not receive any points for the day.

Phones in the Classroom

No cell phone use during class. Looking at the dictionary is not an excuse. Check messages before or after class. Taking a call during class equals one tardy.

Homework/Assignment Submission

Only submissions made by the due date/time are accepted. **Late work will not be accepted.**

Make-ups

Do not miss class on quiz days. You will only be allowed to make up one quiz. Make up quizzes will be given on a designated day later in the semester. Full credit will be given.

Plagiarism

- **Cheating**—stealing an exam either physically or electronically; giving another student an answer during a test; handing in work or papers written by someone else; posing as someone else to take a test for her/him; copying

an answer from another student's paper or test; consulting notes when notes are not to be used during an exam

- **Plagiarism**—stealing another person's idea or illustration and using it as one's own without giving credit to the original author or source; copying sentences or paragraphs directly from an article or book or web source to use in an essay without giving credit to the original author

The use of someone else's work in your own work is not permitted. You may not have friends or relatives do your work for you. All written work and presentations must be your own original work that has not been used before in any class or taken from a book or the internet. If you plagiarized your work you will receive 0 points for the assignment and you will have to redo the assignment for partial credit only. If you plagiarize a second time you will not be allowed to redo the assignment.

University Specific Procedures:

ADA Statement

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services

Texas A&M University-Commerce

Gee Library 132

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

StudentDisabilityServices@tamuc.edu

[Student Disability Resources & Services](#)

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. (See *Code of Student Conduct from Student Guide Handbook*).

***Course Calendar is Subject to Change**

COURSE OUTLINE / CALENDAR	
Date	
Week one Introduction to course (January 13-16)	Introduction to the Course.
Week two M.L. King Jr. Day – University closed (January 21-23)	English Grammar: Chapter 1 Northstar: Unit 10 Endangered Cultures
Week three (January 27-30)	Continue Unit 10: Endangered Cultures Unit 10 Test English Grammar: Chapter 2 & 3
Week four (February 3-6)	NorthStar: Unit 9 What's your medicine?
Week five (February 10-13)	Unit 9 Test English Grammar: Chapter 3 & 4 NorthStar: Unit 1 Finding the Ideal Job
Week six (February 17-20)	Continue Unit 1 Finding the Ideal Job Unit 1 Test English Grammar: Chapter 5 & 6
Week seven (February 24-27)	Northstar: Unit 2 Country Life or City Life Unit 2 Test
Week eight Midterm (March 3-6)	Revision for Midterm Midterm Test
Week nine (March 10-14)	Spring Break
Week ten (March 17-20)	English Grammar: Chapter 7 & 8 NorthStar: Unit 3 Making Money
Week eleven (March 24-27)	Continue Unit 3 Making Mney Unit 3 Test English Grammar: Chapter 9&10
Week twelve (March 31-April 3)	Northstar: Unit 4 A different path to justice Unit 4 Test

Week thirteen (April 7-10)	English Grammar: Chapter 11&12 NorthStar: Unit 6 Serious Fun
Week fourteen (April 14-17)	Continue Unit 6 Serious Fun Unit 6 Test English Grammar: Chapter 13&14
Week fifteen (April 21-24)	Northstar: Unit 7 The Best Produce there is
Week sixteen (April 28-May 1)	English Grammar: Chapter 15&16
Week seventeen Final Exams (May 5-8)	Final exams revision Final exam test