

ENGLISH 673.01W
Teaching Language Online
COURSE SYLLABUS: Fall 2026

Instructor: Dr. Dongmei Cheng (Associate Professor of Applied Linguistics)

Office Location: Hall of Languages 116

Office Hours: Online Zoom 12:00-2:00 Mondays & Tuesdays, or by appointment

Zoom Meeting ID: 440 114 5788

University Email Address: dongmei.cheng@etamu.edu

COURSE INFORMATION

Required Textbook/Materials:

All required reading materials will be made available on D2L.

Course Description:

This course is designed for current and future teachers who are teaching or preparing to teach English as second /foreign language courses online. It offers practical strategies for designing interactive lessons, developing multimodal language skills, and implementing fair assessments in online environments. Students will get hands-on experiences to evaluate and apply new technological tools that they have chosen in online instruction and design their own research projects on teaching language online.

Student Learning Outcomes:

1. Students will be able to demonstrate their understanding of designing and delivering engaging online ESL/EFL lessons as well as implementing effective online assessment strategies.
2. Students will be able to evaluate and develop technologically enhanced instructional materials and assessment tools to address the needs of online ESL/EFL population.
3. Students will be able to design their own research projects on teaching language online.

Grading Criteria:

Each student's performance in the following areas will determine the student's grade for this course:

Discussions (30%): The weekly discussions provide opportunities for you to interact with your classmates to discuss key concepts and principles targeted in the course readings. You are expected to make a minimum number of comments and replies to your classmates' comments for

Syllabus/schedule subject to change

every discussion. The specific requirements are provided in the description for each discussion assignment.

Application Tasks (20%): In each instructional unit, you will complete one application task from the choices given and submit it as an assignment. Each application task assignment is 1-3 pages long (double-spaces) and needs to include appropriate APA citations whenever necessary.

Project 1 (Media/Technology Review) (20%): This project focuses on evaluation and application of a technological tool in online ESL/EFL teaching. Detailed description of this project is provided on D2L.

Project 2 (Research Project on Online Language Teaching) (30%): This project focuses on researching one specific aspect of online language teaching that we have covered in this course. The following are two options that you may choose from for your final written project: 1) a literature review paper; and 2) a research proposal. The different components of this project are:

- A sketch: a 2-3-page description of your research and a reference list
- A rough draft of your research project
- Peer review
- A revised/final draft of your research project

The above components are due at different times of the semester and detailed description of each one is provided on D2L.

Total Possible = **100%**
 ("No curve" grading scale / 100 percent possible, 90-100=A 80-89=B 70-79=C and so on. . .)

COURSE OUTLINE

Note: Schedule is flexible and subject to change.

Week (Dates)	Topic	Assignments (Due on 11:59pm on the last Sunday of the instructional week)
Week 1 & Week 2 (8/20-8/30)	Introduction to Teaching Language Online	Discussion 1 Application Task 1
Week 3 (8/31-9/6)	Building Community and Social Presence	Discussion 2 Application Task 2

Week 4 (9/7-9/13)	Digital Literacies, Multiliteracies and Evaluating Online Resources	Discussion 3 Application Task 3
Week 5 (9/14-9/20)	Artificial Intelligence and TESOL	Discussion 4 Application Task 4
Week 6 (9/21-9/27)	Project 1 Media Review	Project 1
Week 7 (9/28-10/4)	Developing Integrated Language Skills Online	Discussion 5 Application Task 5
Week 8 (10/5-10/11)	Engaging Learners Through Interactive and Multimodal Activities	Discussion 6 Application Task 6
Week 9 (10/12-10/18)	Enhancing Cultural, Pragmatic, and Intercultural Competence Online	Discussion 7 Application Task 7
Week 10 (10/19-10/25)	Facilitating Collaborative and Interactive Online Learning	Discussion 8 Application Task 8
Week 11 (10/26-11/1)	Assessment in Online Language Courses	Discussion 9 Application Task 9
Week 12 (11/2-11/8)	Conclusion	Discussion 10 Application Task 10
Week 13 (11/9-11/15)	Project 2 (Research Project on Online Language Teaching)	Project 2 Sketch
Week 14 (11/16-11/22)	Project 2 (Continued)	Project 2 Rough Draft
Week 15 (11/30-12/4)	Project 2 (Continued)	Project 2 Peer Review
Finals Week	Project 2 Due: 11:59pm, Wednesday, 12/9/2026.	

COURSE/ UNIVERSITY POLICIES

Course Ground Rules

Being successful in an online course requires tremendous self-discipline and high motivation. In this course, all work will be completed through D2L. You should log into the course website

frequently for the course syllabus, assignments, announcements, and discussions. I strongly recommend dedicating set days/times to completing your work and working in advance so that you are always a day or two ahead. You are expected to put 2-3 hours a day to work on the course materials (involving reading and class assignments). Please note that assignment due dates are crucial and that you are expected to exert your maximum effort to meet these deadlines. We are co-constructing our knowledge in the online community. Please be prepared, read carefully, share thoughtfully, respond respectfully, and engage in all learning processes.

Netiquette

I expect that students will exhibit courtesy toward others in this online class. Courtesy means NOT engaging in online rudeness or refusing to focus on group or class discussion. Courtesy means engaging in such behaviors as listening carefully to others, accepting that various points of views can be valid, maintaining a focus on the discussion in hand and treating others as you wish to be treated. Online courtesy requires meeting some different standards than face2face situations: a good guide to Netiquette can be found at:

<http://www.albion.com/netiquette/>

Assignment Submissions

- All assignments must be submitted to D2L Brightspace by the designated due date (generally Sunday midnight).
- The submission should be in an appropriate academic format (i.e., APA). Failure to confirm to the standards will result in points deducted. To learn more about the APA format, please consult an APA style manual or check the website of Purdue Online Writing Lab (Purdue OWL).
- If you have trouble uploading the assignment to the course site, please e-mail your paper to me at dongmei.cheng@etamu.edu

Learning Management System D2L (Brightspace)

D2L is committed to performing key application testing when new browser versions are released. New and updated functionality is also tested against the latest version of supported browsers. However, due to the frequency of some browser releases, D2L cannot guarantee that each browser version will perform as expected. If you encounter any issues with any of the browser versions listed in the tables below, contact CITE Helpdesk or D2L Support.

Note the following:

- Ensure that your browser has JavaScript and Cookies enabled.
- For desktop systems, you must have Adobe Flash Player 10.1 or greater.
- The Brightspace Support features are now optimized for production environments when using the Google Chrome browser, Apple Safari browser, Microsoft Edge browser, Microsoft Internet Explorer browser, and Mozilla Firefox browsers.
- You will need regular access to a computer with a broadband internet connection. The minimum computer requirements are:
 - o 512 MB of RAM, 1 GB or more preferred
 - o Broadband connection required courses are heavily video intensive

- Video display capable of high-color 16-bit display 1024 x 768 or higher resolution
- You must have a:
 - Sound card, which is usually integrated into your desktop or laptop computer
 - Speakers or headphones.
- Both versions of Java (32 bit and 64 bit) must be installed and up to date on your machine. At a minimum Java 7, update 51, is required to support the learning management system. The most current version of Java can be downloaded at: JAVA web site
<http://www.java.com/en/download/manual.jsp>
- Current anti-virus software must be installed and kept up to date.

Communication

I encourage you to contact me if you have any questions about the contents of this course. Please send messages directly to dongmei.cheng@etamu.edu. I generally reply email within 24 hours. If you desire an online conference via Zoom or face-to-face meeting, please always email me first to set up an appointment. If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778.

Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the Student Guidebook:

<http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.asp>. Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: <http://www.albion.com/netiquette/corerules.html>

TAMUC Attendance

For more information about the attendance policy please visit the following webpages: <http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

Academic Honesty Policy

Texas A&M University-Commerce does not tolerate plagiarism and other forms of academic dishonesty. Conduct that violates generally accepted standards of academic honesty is defined as academic dishonesty. "Academic dishonesty" includes, but is not limited to, plagiarism (the appropriation or stealing of the ideas or words of another and passing them off as one's own), cheating on exams or other course assignments, collusion (the unauthorized collaboration with

others in preparing course assignments), and abuse (destruction, defacing, or removal) of resource material.

Avoid Self-plagiarism

Self-plagiarism is reusing one's own previously written work partially or entirely in another piece of work without referring to the previous use. Instructors expect unique coursework for individual classes to demonstrate students' persistent learning and growth. Submitting an assignment that has already been submitted for another class, also called "recycling fraud", is a form of academic misconduct and never allowed. In case you want to further explore a research topic that you have examined in another class, please do ask for the instructor's permission beforehand.

AI Use in Course

East Texas A&M University acknowledges that there are legitimate uses of Artificial Intelligence, Chatbots, or other software that has the capacity to generate text, or suggest replacements for text beyond individual words, as determined by the instructor of the course.

Any use of such software must be documented. Any undocumented use of such software constitutes an instance of academic dishonesty (plagiarism).

Individual instructors may disallow entirely the use of such software for individual assignments or for the entire course. Students should be aware of such requirements and follow their instructors' guidelines. If no instructions are provided the student should assume that the use of such software is disallowed.

In any case, students are fully responsible for the content of any assignment they submit, regardless of whether they used an AI, in any way. This specifically includes cases in which the AI plagiarized another text or misrepresented sources.

13.99.99.R0.03 Undergraduate Academic Dishonesty

13.99.99.R0.10 Graduate Student Academic Dishonesty

Dr. Cheng's guidelines on the use of AI in coursework:

- You cannot trust anything said by an AI tool. If it gives you a number or fact, assume it is wrong unless you can verify it with another credible source. You will be responsible for any errors or omissions provided by the tool. It works best for topics you understand.
- Do not trust AI to supply citation information. Do your own research and include the proper citation information in your writing.
- You are not allowed to use AI to generate an entire assignment.
- You are permitted to use AI to facilitate your completion of the course assignments if you acknowledge your use of it and document how you use it. Please include a statement at the end of any assignment that uses AI explaining what you used the AI for and the link of your chat history. Failure to do so is in violation of academic honesty policies.
- When in doubt about whether your use of AI in a course assignment is appropriate, check with me before submitting your work for a grade.

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- Room 162

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

Fax (903) 468-8148

Email: studentdisabilityservices@tamuc.edu

Website: Office of Student Disability Resources and Services

<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

Nondiscrimination Notice

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to the Carrying Concealed Handguns On Campus document and/or consult your event organizer. Web URL:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>. Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

Counseling center statement

The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit www.tamuc.edu/counsel