Spring 2011 SYLLABUS – 10 January 2011

ESL 0230 Beginning Listening/Speaking - 4 Credits
M-W-F 2:05 pm – 2:55 pm R.L. Smith MEEM (bldg 20) Room 407
T-Th 2:05 pm – 3:20 pm Fisher Hall (bldg 15) Room 327B

Instructor: Diane Koskela
Office: EERC B51 (basement of the Electrical Energy Resources Center)
Office Telephone: 906.487.0076
Email: diane@mtu.edu
Office Hours: M-W-F 3:00 pm - 4:00 pm and by appointment
T-TR by appointment

Required Texts:

In addition, each student is required to spend a minimum of one hour a week outside of class in an activity with English speakers or in the HDMZ (computer lab). Here are some suggestions:

- Canterbury House
- Conversational English class
- Tutor
- Join a student organization (chess club, camera club, sports, etc.)
  http://www.involvement.mtu.edu/organizations
- Student activity (Outdoor Adventure Program, SDC activity, sports, etc.)
- Volunteer (Keweenaw Animal Alliance, Big Brothers/Big Sisters, etc.)
- Listen to recorded tapes/CDs in computer lab
- Use the Writing Center
- I will consider any other suggestions that you might have

Recommended Texts:

Supplies:
Bring paper (8.5 x 11 inches) and a pen/pencil to every class.

Course Description And Objectives:
This course is designed for beginning, non-native English language learners. The goals are to help you develop listening and speaking skills with an emphasis on pronunciation, rhythm, stress, and intonation.

Daily lessons and discussions will focus on listening, speaking, and academic vocabulary from several content areas: Business/Economics, Health/Medicine, Science/Technology, and issues related to American culture, academics, and global current events.
Through instruction, pair and group activities, role-play, games, material from texts and other sources, you will:

- Improve your listening and speaking skills
- Expand your academic vocabulary
- Develop note-taking skills
- Learn techniques and strategies that will help improve your English
- Gain confidence speaking the English language

It may be necessary to alter the syllabus as the semester proceeds in order to better meet the instructional needs of the class.

**Course Policies:** **IF YOU DO NOT COME TO CLASS YOU WILL NOT PASS.** Attendance will be taken each class. If you are unable to attend class, please email me dlane@mtu.edu before the class meets. All students must complete required assignments and actively participate in class discussions and activities.

There will be a graded activity during each class session.

Please come to class on time. Class begins at 2:05 pm SHARP.

**Classroom Conduct:**

- Please turn off cell phones before class begins. No open laptops, cell phones, or MP3 players will be allowed on desks during class unless required as part of the lesson or assignment.
- Please do not work on assignments for your other classes during this class.
- **NO SLEEPING.** Sleeping students will be asked to leave and refresh themselves before coming back to class.
- Please respect your colleagues and do not talk while others are speaking.

**Course Evaluation:** Students will be assessed by their ability to understand the material and demonstrate competence through tests, quizzes, summaries, worksheets, presentations, and class discussions.

**Grading Scale:** This course is for credit with a Pass/Fail grade.

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Assignments/worksheets 5 - 10 points
Quizzes 5 - 25 points
Tests 25 - 50 points
Other presentations/assignments variable points

_Students who fail the course will be required to repeat it._
University Policies:

*All work must comply with Michigan Tech’s Academic Integrity Policy.*

Academic regulations and procedures are governed by University policy. Academic dishonesty cases will be handled in accordance with the University’s policies.

Plagiarism--using other peoples’ ideas or words without citing the source--is a serious violation of University policy. Plagiarism cases will be referred to the Dean of Students and may result in failing the course or expulsion from the University. Michigan Tech uses an anti-plagiarism service (www.turnitin.com) that can detect plagiarized material. If you need help with citations or are unsure if you have plagiarized, please see me before you turn in your work.

If you have a disability that could affect your performance in this class or that requires an accommodation under the Americans with Disabilities Act, please see me as soon as possible so that we can make appropriate arrangements. The Affirmative Action Office has asked that you be made aware of the following:

Michigan Tech complies with all federal and state laws and regulations regarding discrimination, including the Americans with Disabilities Act of 1990. If you have a disability and need a reasonable accommodation for equal access to education or services at Michigan Tech, please call the Dean of Students Office, at 487-2212. For other concerns about discrimination, you may contact your advisor, department head or the Affirmative Action Office, at 487-3310

Academic Integrity:
http://www.studentaffairs.mtu.edu/dean/judicial/policies/academic_integrity.html

Affirmative Action:
http://www.admin.mtu.edu/aae/

Disability Services:
http://www.admin.mtu.edu/ucel/studenthandbook/student_services.html#disability

Equal Opportunity Statement: