Instructor Information
Instructors: Beatrice Smith and Diane Koskela
Office Location: Walker Hall 342 (Dr. Smith) Walker 316 (Ms. Koskela)
Telephone: Office-487 3229
E-mail: bbsmith@mtu.edu

Course Identification
Course Number: ESL 0590
Course Name: Academic Support Special Topics
Course Location: TBA
Class Times: 4:05-4:55 MTWR

Course Description/ Overview
This course is designed for students of English as a second language, not native speakers of English. Emphasis is on studying a specific area of ESL in greater depth than in other courses. Examples: graduate/research writing, business English, and academic presentations.

Course Resources

Course Website(s)
- Canvas: https://mtu.instructure.com/login

Required Course Texts


Native Accent
Michigan Corpus of Academic English, http://quod.lib.umich.edu/m/micase/

Course Learning Objectives
By the end of this Academic Support Special Topics course, students will be able to:

1. Navigate the MTU campus comfortably. Students will know where to go for academic resources (academic support, research assistance, technology-related assistance etc.).
2. Appropriately use active listening strategies in and out of classrooms.
3. Understand and participate in various academic interactions (appropriate email etiquette, meetings with professors, class participation, small group discussion, collaborative projects etc.).
4. Integrate into the MTU community, both socially and academically.
5. Connect the foundation they have received in the IESL program with their current academic courses.
6. Select research materials.
7. Prepare for academic exams/presentations, etc.
8. Use various listening, speaking, reading and writing strategies practiced in IESL in their academic courses.

**Grading Scheme**

More information will be given for each assignment individually.

1. (15%--150pts) Bi-weekly Journals

   Every two weeks you will submit an online journal to us. We will either give you a prompt for these journals and/or you will write a general entry. The intention and focus of these journals is to make connections between your foundation in IESL classes, our course, and your academic courses.

2. (20%--200pts) In-class Participation/Attendance/Professionalism—See below for details.

   (10%--100pts) Participation: You will have 30 participation points for the first half of the semester and 30 points for the second half of the semester. Participation points are based on following all class rules, coming to class on time, being prepared, completing all homework, and actively participating in class work and discussions. Each time you break a class rule or fail to participate fully in class, you will lose 3 participation points.

3. (20%--200pts) Academic class-related practices including input from academic professors. *Native Accent* practice of 30 minutes a week.

4. (10%--100pts) Campus Event Reports: During the semester you will be required to attend and report on four academic and two social events on campus. You will write a brief report on these and post them on Canvas.

5. (15%--150pts) Final Presentation/Exit Interview

   At the end of the semester you will give a presentation on the connections or lack of thereof that you have discovered between the IESL program and your academic classes. You will also have an exit interview with us, where you will discuss these findings in
greater detail. You are required to set goals for yourself for the future by demonstrating how you intend to use all support resources on campus in order to succeed.

6. (20%--200pts) In-class listening/speaking/reading/writing assignments. We will use in-class time to listen to authentic material such as academic lectures, news broadcasts, and television programs. You will be asked to take notes, answer questions and discuss the content of these programs.

Grading Scale:
72-100%         Pass
0-72 %          Fail

Exit from IESL
Course 75%
TOEFL 25%

Course Expectations:
1. Arrive on time or early to class. See IESL handbook, pages 2-3.
2. Buy the textbook and materials. Bring them to class.
3. Bring paper and pen/pencil to write with.
4. Turn off all IPods (MP3 players), cell phones, and laptop computers. There should be NO phone conversations, instant messaging (1M), emailing, or web-surfing in class.
5. Be ready to learn. Read ahead in the text books. Do the practice exercises and homework.
6. Respect the rights of others to learn.
7. Read this syllabus and refer to it throughout the semester. Bring it to class. It is also on Canvas.
8. Use English any time Dr. Smith and/or Ms. Koskela are in the room.

Course Policies:
I. Attendance: Excellent attendance (coming to class on time and being an active participant for the entire hour) will improve your English skills and your grade See page two of the IESL student handbook.
II. Participation is an important part of your grade. If you are late or skip classes, you are essentially choosing to NOT pass this class and to take it again. Be on time. It is disrespectful to the teachers and other students if you come in late. After 2 late arrivals or absences we will notify the Department Chair. After 5 late arrivals or absences, IPS will be notified. See pages 2-3 of your handbook.
III. Late work or making up work: In general, late work is not accepted. Turn in your assignments on time. (If you need help with any problem that causes you to miss class, please let us know!)
Collaboration/Plagiarism Rules

Academic regulations and procedures are governed by University policy. Academic dishonesty cases will be handled in accordance the University's policies. You are required to read the university’s Academic Integrity policy listed below. http://www.sa.mtu.edu/dean/judicial/

University Policies: 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. Affirmative Action:
http://www.admin.mtu.edu/ao/

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


Tentative Calendar
This syllabus may be changed during the term to accommodate the needs of either the students or the professors.

<table>
<thead>
<tr>
<th>Date</th>
<th>Schedule</th>
<th>Homework Due</th>
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</thead>
<tbody>
<tr>
<td>Week 1</td>
<td></td>
<td></td>
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<tr>
<td>M</td>
<td>Labor Day-Holiday</td>
<td></td>
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<tr>
<td>T</td>
<td>Syllabus, Introductions and Resources</td>
<td></td>
</tr>
<tr>
<td>W</td>
<td>Pretest: Academic, Reading, Writing, and Listening</td>
<td></td>
</tr>
<tr>
<td>R</td>
<td></td>
<td>Academic Course Syllabi Copies</td>
</tr>
<tr>
<td>Week 2</td>
<td>UNIT 1 ACADEMIC INTERACTIONS</td>
<td></td>
</tr>
<tr>
<td>M</td>
<td>Academic syllabi—what professors expect</td>
<td>Visit an academic learning center from your department, make an appointment.</td>
</tr>
<tr>
<td>T</td>
<td>Academic Listening Practice</td>
<td>Journal 1</td>
</tr>
<tr>
<td>W</td>
<td>Academic Writing Practice</td>
<td>Make appointments to visit your professors—Due week Monday of week four. Complete Native Accent Pre-text. Due...?</td>
</tr>
<tr>
<td>R</td>
<td>Reading Strategy Practice: Bring in your academic texts, Vocabulary/Word Form Quiz</td>
<td>VOCABULARY NOTEBOOKS DUE</td>
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<tr>
<td>Week 3</td>
<td>UNIT 2 ACADEMIC INTERACTIONS</td>
<td></td>
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<tr>
<td>M</td>
<td>Academic Listening Practice</td>
<td>Campus Event Report 1</td>
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<tr>
<td>T</td>
<td>Meet at the Library</td>
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<tr>
<td>Day</td>
<td>Activity</td>
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<tr>
<td>W</td>
<td>Academic Reading/Writing Practice</td>
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<tr>
<td>R</td>
<td>Conferencing: You will meet with me today in my office at a designated time.</td>
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### Week 4

**UNIT 3 ACADEMIC INTERACTIONS**

<table>
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<th>M</th>
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<td>Academic Writing Practice</td>
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<tr>
<td>W</td>
<td></td>
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<tr>
<td>R</td>
<td>Reading Strategy Practice: Bring in your academic texts, Vocabulary/ Word Form Quiz</td>
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</tbody>
</table>

### Week 5

**UNIT 3 ACADEMIC INTERACTIONS**

<table>
<thead>
<tr>
<th>M</th>
<th>Academic Listening Practice</th>
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<tbody>
<tr>
<td>T</td>
<td>Academic Writing Practice</td>
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<tr>
<td>W</td>
<td></td>
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<tr>
<td>R</td>
<td>Native Accent check</td>
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</table>

### Week 6

**UNIT 4 ACADEMIC INTERACTIONS**

<table>
<thead>
<tr>
<th>M</th>
<th>Academic Listening Practice</th>
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<tbody>
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<td>Academic Reading/ Writing Practice</td>
</tr>
<tr>
<td>W</td>
<td>Academic Speaking Practice</td>
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<tr>
<td>R</td>
<td>Conferencing: You will meet with us today in our offices at a designated time.</td>
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</table>

### Week 7

**UNIT 4 ACADEMIC INTERACTIONS**

<table>
<thead>
<tr>
<th>M</th>
<th>Academic Listening Practice</th>
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<tbody>
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<td>Academic Writing Practice</td>
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<tr>
<td>W</td>
<td>Academic Speaking Practice</td>
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<td>R</td>
<td>Native Accent check</td>
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### Week 8

**UNIT 5 ACADEMIC INTERACTIONS**

<table>
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<tr>
<th>M</th>
<th>Academic Listening Practice</th>
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</thead>
<tbody>
<tr>
<td>T</td>
<td>Academic Reading</td>
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<td>W</td>
<td>Academic Speaking Practice</td>
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<tr>
<td>R</td>
<td>Academic Writing Practice</td>
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### Week 9

Conferencing: You will meet with us today at a designated time

### Week 10

**UNIT 5 ACADEMIC INTERACTION**

<table>
<thead>
<tr>
<th>M</th>
<th>Academic Listening Practice</th>
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<td>Academic Writing Practice</td>
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<tr>
<td>W</td>
<td>Academic Speaking Practice</td>
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<tr>
<td>R</td>
<td>Reading Strategy Practice: Bring in your academic texts, Vocabulary/ Word Form Quiz</td>
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### Week 11

**UNIT 6 ACADEMIC INTERACTIONS PART 1**

<table>
<thead>
<tr>
<th>M</th>
<th>Academic Listening Practice</th>
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<td>Academic Writing Practice</td>
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<tr>
<td>W</td>
<td>Academic Speaking Practice</td>
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VOCABULARY NOTEBOOKS DUE
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<tr>
<th>Day</th>
<th>Week 12</th>
<th>Week 13</th>
<th>Week 14</th>
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<tbody>
<tr>
<td>R</td>
<td>Reading Strategy Practice: Bring in your academic texts, Vocabulary/Word Form Quiz</td>
<td>UNIT 6 ACADEMIC INTERACTIONS PART 2</td>
<td>UNIT 6 ACADEMIC INTERACTIONS PART 2</td>
</tr>
<tr>
<td>M</td>
<td>Break!!</td>
<td>Academic Listening Practice</td>
<td>Presentations</td>
</tr>
<tr>
<td>T</td>
<td>Break!!</td>
<td>Academic Writing Practice</td>
<td>Presentations</td>
</tr>
<tr>
<td>W</td>
<td>Break!!</td>
<td>Academic Speaking Practice</td>
<td>Presentations</td>
</tr>
<tr>
<td>R</td>
<td>Break!!</td>
<td>Reading Strategy Practice: Bring in your academic texts, Vocabulary/Word Form Quiz</td>
<td>Last day of instruction Conferencing: You will meet us at a designated time.</td>
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<td></td>
<td>November 17-25: Thanksgiving Break!!</td>
<td>Journal 6 Native Accent check</td>
<td>Native Accent check</td>
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<tr>
<td></td>
<td>M</td>
<td>Campus Event Report 6</td>
<td>Finals visit to professors</td>
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<td>T</td>
<td>Final VOCABULARY NOTEBOOKS DUE</td>
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<td>W</td>
<td></td>
<td>Friday Conferencing: You will meet us at a designated time.</td>
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<td>R</td>
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<td>Semester ends December 21st</td>
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