



# ESOL 1311: Expository Composition for Speakers of English as a Second Language

## Speakers of English as a Second Language

Hybrid Class

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Office Hours: **Monday: 10:30 am - 1:00 pm & Tuesday 7:30 am - 11:00 am**

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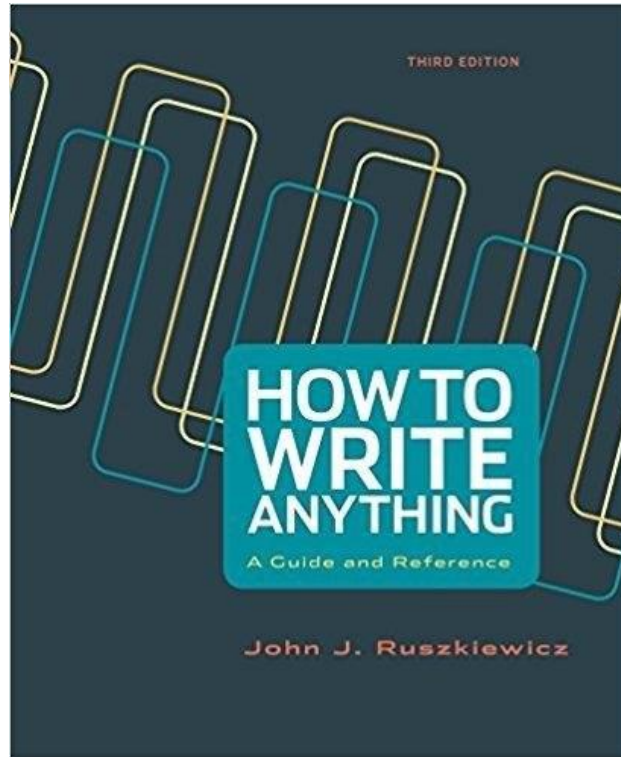
## Course description

This course focuses on the development of composition skills and strategies in problem-based discourse. The main goal is to help students recognize various rhetorical patterns relevant to problem discovery, description, and definition, as well as those relevant to analytical and evaluative writing in both printed and multimodal texts. Students use writing to further develop their critical thinking abilities and continue developing their academic and language skills through class discussions, planning techniques, guided and timed writing practices, and purposeful feedback and revisions. The concept of genre is also introduced through various readings and writing activities as well as in-class discussions.

## Hybrid course delivery

This section of ESOL 1311 is delivered in a hybrid format, with some class sessions held in the classroom and other instructional sessions or components conducted on-line. Hybrid classes demand that

students develop good organizational and time-management skills, that they interact with instructors and classmates via computer-mediated communication as needed or required, and that students develop the ability to work independently. As with any other class, it is important to attend all sessions and it is crucial to devote the necessary computer time to the class (see attendance policy below).



**Required materials:**

- Storage system (e.g. USB, cloud system, etc.)

**Optional materials:**

- Ruskiewicz, J.J., & Dolmage, J. (2015) *How to write anything: A guide and reference with readings*. 3rd Edition. Boston: Bedford/St. Martins.
- Hacker, D., & Sommers, N. (2015). *A writer's reference (with resources for multilingual writers and ESL)*, 8th Edition. Bedford/St. Martins.
- Any current monolingual collegiate dictionary such as MerriamWebster's, Oxford, or Longman.

## Objectives

At the end of the course, students will be able to:

- Understand the concept of genre and discourse communities as a conceptual framework to evaluate and compose texts.
- Conduct a rhetorical analysis of a multimedia text (e.g., website) and identify (con)textual variables related to purpose, audience, messages, style/register, and language usage.
- Identify and describe problems presented in texts (causes, effects, intervening factors) as well as strategies for solution.
- Analyze and evaluate claims and arguments related to specific problems or situations, and adopt a position regarding such problems or situations.
- Collect and synthesize information from multiple sources in order to compose well-argued proposals, describing possible alternatives or solutions to specific problems or situations.
- Employ effective strategies to develop well-organized, logical, and coherent problem-solution texts.

## Major course assignments and exams

The following is an overview of assignments for this course. Specific guidelines, instructions, and recommendations for each assignment will be provided in class and/or through Blackboard by the instructor. The focus of this course will be on all stages involved in the writing process.

**If students DO NOT submit their prewriting, outline, and first draft no grade will be given to their final essay.**

<b>Rhetorical analysis report:</b>	Students select the website of a nonprofit organization that works on a particular social, political, or cultural domain, analyze it rhetorically (audience, goals, organization, message, format, etc.), and write up a report based on their analysis.
<b>Causal analysis report:</b>	Students identify a specific problem (it can be a problem that the nonprofit organization mentioned above is trying to address) and describe it in detail (e.g., participants, effects, components.). Known and/or potential causes are explored and reported.
<b>Evaluation essay:</b>	Working with the same problem already identified (see above), students locate a relevant argumentative or opinion text, evaluate the claims being made, and adopt a position about such claims. Alternative views from other sources may be included.
<b>Proposal essay:</b>	Working with the same problem, students research various solutions attempted and results previously obtained (successful or not). Then, they propose and/or defend a specific solution that might be feasible to implement in the future, supporting their proposal with facts, and commenting on the necessary conditions for implementation.
<b>Oral Presentations:</b>	Students will deliver a 10-15 minute oral presentation on the problem (or a specific aspect of it) explored through the aforementioned assignments. This also includes any other oral activities assigned by the instructor.
<b>In-class writing exams:</b>	These timed writing exams (one before and one after the mid-term point) will focus on problem definition, a brief response to an essay-type question, and/or evaluative/argumentative writing (taking a position on a given statement).
<b>Homework and other assignments:</b>	In addition to the assignments described above, the course may include a variety of homework assignments and other writing tasks such as journal writing, position/opinion papers, quick in-progress reports, discussion boards, etc.

<b>Departmental writing exam:</b>	As part of the course assessment, students are required to take a departmental writing exam, which will take place during final exams week. The exam essays will focus on problem-solving or evaluative/argumentative writing and will be rated in relation to organization and development, text and paragraph structure, academic language usage, and grammar and mechanics.
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*NOTE: Some modifications or adjustments may be made to the assignments described above according to the needs of students in each section.*

## Grading

The final course grade is calculated as follows:

- Web Analysis Report: 5%
- Oral presentations: 15%
- In-class writing exams (2): 10%
- Evaluation essay: 15%
- Proposal essay: 10%
- Blackboard/assignments/Quiz: 15%
- ESOL Lab: 5%
- Final departmental writing exam: 25%

**A (90-100%)**

**B (80-89%)**

**C (70-79%)**

**D (60-69%)**

**F (0-59%)**

In order to pass the course, a grade of **“C”** or higher must be obtained. If a lower grade is obtained, the course must be re-taken.

## Technical Requirements

- Sufficient technology (Microsoft Office, Adobe Flash, UTEP’s email account, and Adobe Acrobat Reader) and Internet access is required to complete online classes when you take an undergraduate college course at The University of Texas at El Paso.
- *The University of Texas provides free 24/7 Helpdesk support to academic students and faculty members teaching on-line through the Tech Support Company.*

- Blackboard shell will contain a space for miscellaneous questions or concerns where students can ask their classmates for general guidance. Posts made to this discussion will not be required and will not be graded.

### Effective Electronic Communication

(Based on

Doering's 2013: Netiquette: Rules of Behavior on the Internet)

- **Identify yourself:** Begin messages with a salutation and end them with your name.
- **Include a subject line:** Give a descriptive phrase in the subject line of the message header that tells the topic of the message (not just "Hi, there!").
- **Avoid sarcasm:** People who do not know you may misinterpret its meaning.
- **Use appropriate language:** Avoid coarse, rough, or rude language; observe good grammar and spelling.

Use appropriate emoticons (emotion icons) to help convey meaning. Use "smiley's" or punctuation such as :-> to convey emotions. See website list of emoticons at <a href="http://netlingo.com/smiley.cfm">http://netlingo.com/smiley.cfm</a> and <a href="http://www.robelle.com/smugbook/smiley.html">http://www.robelle.com/smugbook/smiley.html</a> .
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- **Avoid "flaming":** (online "screaming") or sentences typed in all caps.

## COURSE POLICIES

### Assignments

- It is necessary to submit all major assignments and take the course exams in order to obtain a passing grade. All assignments must be completed and turned in on the scheduled dates. **No late work will not be accepted. Exams must be taken on scheduled dates. No make-up exams will be given.** Exceptions to these rules may be considered only for properly documented medical emergencies (or similar extraordinary circumstances).
- All work must be edited and revised. Written assignments that do not conform to the specifications outlined by the instructor may receive a failing grade. Students are strongly encouraged to go to the Writing Center in the library or to consult with ESOL tutors (depending on availability) in order to revise/edit their work before submitting it.

### Mobile phones, laptops, and other electronic devices

Electronic devices can be a useful educational tool, but they can also be a distraction. Therefore, limited use of devices is allowed according to the following guidelines:

When the instructor is **NOT** using electronic devices as a teaching tool:

- Students must turn off their cell phones, pagers, iPads, MP3 players, and any other similar devices during class, unless otherwise instructed. Any unauthorized use of cell phones or electronic devices in class will be reported to the Dean of Students' Office.
- The use of laptops or similar devices while in the classroom may be prohibited if the instructor considers them a distraction. When the instructor **IS** using electronic devices as a teaching tool: - Students will limit the use of their devices to that indicated by their instructors.
- The use of electronic devices for activities unrelated to class work (i.e. checking email, surfing the web) is NOT permitted.
- In classes that meet in a computer lab, computer use unrelated to class work (i.e. checking email, surfing the web) is NOT permitted.
- On occasion your instructor may require that you bring a laptop or tablet to class. If you do not have access to one, the UTEP library can provide you with one to use.

## Documentation styles

- Instructors will introduce students to in-text, parenthetical documentation early in the semester and require these documentation conventions throughout the course. Students will learn and use the American Psychological Association (APA) or Modern Language Association (MLA) documentation format and style.
- The most important words in a paper are the students', not those found in sources consulted. Students should always strive to draw inferences from research material and weave into their papers their reaction and evaluation of source material.

## Attendance and participation in class

- Attendance is mandatory and active participation (in-class and/or online) is required. All in-class and/or online activities are designed to help students learn the material and acquire effective skills and strategies. **Instructors may drop students from the class if they miss too many classes (see attendance policy below) or class performance shows a lack of effort.** Students are expected to use the ESOL Lab (for tutoring, one-on-one conversation, group conversation, completion of assignments, etc.) for at least eight verifiable/documented hours; students will be responsible for signing in/out with the ESOL tutors each time they visit the ESOL lab.

## Academic honesty

- Students are expected to adhere to and comply with standards of academic honesty. **Academic dishonesty will not be tolerated.** All cases will be reported to the Dean of Students for administrative and/or academic sanctions, which may include expulsion. All work submitted

must be original (created by each student for the class) and any information from external sources must be properly cited. Work from other courses may not be submitted for a grade. Forms of academic dishonesty include (but are not limited to): **collusion**—lending one’s work to another person to submit as his or her own; **fabrication**— deliberately creating false information on a works cited page, and **plagiarism**—the presentation of another person's work as one’s own (i.e., copying parts of or whole papers off the Internet).

- Any type of cheating or plagiarism constitutes a violation of University policies and of the code of conduct to which all students must adhere. Violations are reported to the Dean of Students. See the website at <http://www.utep.edu/dos/acadintg.htm><sup>1</sup> for more information.
- As in any course, **each student MUST do his/her own work**. However, this does not rule out getting assistance or guidance from the class instructor or University tutors. It is important to differentiate between this type of help and non-acceptable types. Some examples of 'help' that is NOT acceptable include copying papers or parts of papers, copying on tests, using "cheat sheets," having someone else do one’s work, letting someone else change parts of one’s work, or using texts from a published source (magazine, book, or newspaper) without proper documentation.

## Copyright and fair use

- The University of Texas at El Paso requires all members of its community to follow copyright and fair use requirements. Students are individually and solely responsible for violations of copyright and fair use laws. The University will neither protect nor defend students nor assume any responsibility for student violations of fair use laws. Violations of copyright laws could subject students to federal and state civil penalties and criminal liability, as well as disciplinary action under University policies.

## Students who may require special accommodations

- Students who need special instructional accommodations due to a permanent or temporary disability are strongly encouraged to consult personnel in the Center for Accommodations and Support Services (CASS), located in the East Union Building, room 106. Students with a documented sensory and/or learning disability may receive special accommodations according to University policies. It is the student’s responsibility to contact the instructor after contacting the CASS to ensure provision of such accommodations.

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## ATTENDANCE POLICY FOR ALL ESOL COURSES

To expand their language proficiency and academic literacy skills, students must be *present* in class in order to participate in class activities and engage in active practice. **Good attendance is a course**

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<sup>1</sup><http://www.utep.edu/dos/acadintg.htm>

**requirement.** Therefore, **if a student is absent an excessive number of times** during the drop period (from the first day after the end of late registration through the last day for faculty to drop students), **the instructor will drop the student from the course.**

## IMPORTANT RULES TO KEEP IN MIND:

- During the fall or spring semester, students will be dropped from a MWF class after four consecutive absences or after accumulating a total of six absences, and from a TR class after three consecutive absences or after accumulating a total of four absences. During a four-week summer session, students will be dropped after two consecutive absences or accumulating a total of three absences. It is also important to keep in mind that students can also be dropped from the class for lack of effort (e.g., not turning in major assignments on time). Exceptions due to medical emergencies or illness must be properly documented.
- Absences due to truly “exceptional” circumstances should be documented and reported to the class instructor as soon as possible in order to explain the situation (sending an email message is recommended). This does not necessarily mean that absences will be excused, but it gives the instructor an opportunity to assess the situation before dropping the student from the class.
- Late arrivals and early departures also carry penalties for purposes of dropping or lowering the course grade (e.g., two late arrivals equal one absence, two early departures equal one absence, and one late arrival plus one early departure equal one absence). It is the responsibility of each student who arrives late to notify the instructor at the end of the class period so his/her attendance can be recorded.
- The final course grade can be lowered by 1.5 points for every absence in TR or MW courses, and 2.5 points for every absence in summer courses. **If your class is hybrid delivery and you miss an**

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*online assignment that will equal an absent for you.*

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### **online assignment that will equal an absent for you.**

Exceptions to the above-stated attendance policies are only made under the following circumstances: (1) a properly documented (official proof) medical emergency requiring hospitalization, (2) properly documented (official proof) jury duty, or (3) properly documented (official proof) official UTEP business such as participation in athletic events, debate team, or music band events. Documented proof of official UTEP business or jury duty must be provided **ten calendar days before the fact**; documentation of hospitalization must be provided as soon as possible.

**Important Note: The syllabus provides a general plan for the course; modifications may be necessary and implemented as a result of students’ needs, course development, and classroom life in general.**



## ESOL SEQUENCE OF COURSES:

Students enrolled in ESOL courses are required to take courses in sequence according to their placement into the program. The sequence of courses in the ESOL program is as follows:

Level 1) ESOL 1910

Level 2) ESOL 1610

Level 3) ESOL 1406 & ESOL 1309 (both must be completed before enrolling in the next courses)

Level 4) ESOL 1311 & ESOL 1310 (both must be completed before enrolling in the next course) Level 5) ESOL 1312

Level 6) ESOL 2303: Required of all majors in the College of Liberal Arts.

*Note 1: ESOL 1311 and ESOL 1312 are credit-bearing courses with credits that count toward graduation, as they are equivalent to ENGL 1311 and ENGL 1312 (required first year composition courses at UTEP).*

*Note 2: All ESOL courses must be passed with a "C" or better before enrolling in the next course. Students who receive a D or F must retake the course and pass with a C or better before enrolling in the next level.*

## HELPFUL INFORMATION

- **Academic Advising Center** – Academic Advising, 1st floor, 747-5290;  
<http://academics.utep.edu/Default.aspx?tabid=59454><sup>2</sup>
- **Center for Accommodations and Support Services** - Union East 106, 747-5148;  
<http://sa.utep.edu/cass/>
- **Department of Language and Linguistics** – Liberal Arts 137, 747-5767;  
<sup>3</sup><http://academics.utep.edu/Default.aspx?tabid=44572><sup>4</sup>
- **Enrollment Services** - Academic Services Building 101, 747-6186;  
<sup>5</sup><http://webcontent.utep.edu/enrollmentservices/><sup>6</sup>
- **ESOL Program** – Liberal Arts 114, 747-7038;  
<http://academics.utep.edu/Default.aspx?tabid=51677><sup>7</sup>
- **ESOL Lab and Tutoring Services** – Liberal Arts 238;  
<sup>8</sup><http://academics.utep.edu/Default.aspx?tabid=51678><sup>9</sup>

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<sup>2</sup><http://academics.utep.edu/Default.aspx?tabid=59454>

<sup>3</sup><http://academics.utep.edu/Default.aspx?tabid=44572>

<sup>4</sup><http://academics.utep.edu/Default.aspx?tabid=44572>

<sup>5</sup><http://webcontent.utep.edu/enrollmentservices/>

<sup>6</sup><http://webcontent.utep.edu/enrollmentservices/>

<sup>7</sup><http://academics.utep.edu/Default.aspx?tabid=51677>

- **ESOL Student Online Resources** ; <http://academics.utep.edu/Default.aspx?tabid=51679><sup>10</sup>
- **Financial Aid** - Academic Services 204, 747-5204; <http://academics.utep.edu/Default.aspx?alias=academics.utep.edu/finaid><sup>11</sup>
- **International Programs** - Union East 203, 747-5664; <sup>12</sup><http://studentaffairs.utep.edu/Default.aspx?tabid=52367><sup>13</sup>
- **Office of Student Life** - Union West 102, 747-5648; <sup>14</sup><http://www.utep.edu/dos/acadintg.htm><sup>15</sup>
- **Registration & Records** - Academic Services 123, 747-5544; <sup>16</sup><http://academics.utep.edu/Default.aspx?tabid=40826><sup>17</sup>
- **Student Health Center** - Union East 100, 747-5624; <http://chs.utep.edu/health/><sup>18</sup>
- **Scholarships** - Academic Services Building 202, 747-5478; <http://ia.utep.edu/Default.aspx?alias=ia.utep.edu/scholarships><sup>19</sup>
- **University Counseling Center** , Union West 202, 747-5302; <sup>20</sup><http://sa.utep.edu/counsel/><sup>21</sup>
- **University Career Center**, Union West 103, 747-5640; [www.utep.edu/careers](http://www.utep.edu/careers)<sup>22 23</sup>
- **Writing Center** - University Library 227, 747-5112; <http://academics.utep.edu/writingcenter/><sup>24</sup>
- **Student Development Center** – Union West 106, 747-5670; <http://sa.utep.edu/sdc/><sup>25</sup>

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<sup>8</sup><http://academics.utep.edu/Default.aspx?tabid=51678>

<sup>9</sup><http://academics.utep.edu/Default.aspx?tabid=51678>

<sup>10</sup><http://academics.utep.edu/Default.aspx?tabid=51679>

<sup>11</sup><http://academics.utep.edu/Default.aspx?alias=academics.utep.edu/finaid>

<sup>12</sup><http://studentaffairs.utep.edu/Default.aspx?tabid=52367>

<sup>13</sup><http://studentaffairs.utep.edu/Default.aspx?tabid=52367>

<sup>14</sup><http://www.utep.edu/dos/acadintg.htm>

<sup>15</sup><http://www.utep.edu/dos/acadintg.htm>

<sup>16</sup><http://academics.utep.edu/Default.aspx?tabid=40826>

<sup>17</sup><http://academics.utep.edu/Default.aspx?tabid=40826>

<sup>18</sup><http://chs.utep.edu/health/>

<sup>19</sup><http://ia.utep.edu/Default.aspx?alias=ia.utep.edu/scholarships>

<sup>20</sup><http://sa.utep.edu/counsel/>

<sup>21</sup><http://sa.utep.edu/counsel/>

<sup>22</sup><http://www.utep.edu/careers>

<sup>23</sup><http://www.utep.edu/careers>

<sup>24</sup><http://academics.utep.edu/writingcenter/>

<sup>25</sup><http://sa.utep.edu/sdc/>