

# ESOL 1406: Basic English Sentence Structure

FALL 2021 CRN: 11116

## Instructor Information

### Instructor

Laura E. Mendoza

### Email

lemendoza2@utep.edu

### Office Location

Liberal Arts, 220-A

### Telephone

Use Microsoft Teams



### Synchronous Class Meetings

Mondays via Blackboard Collaborate

### Office Hours

- Instant messaging via Microsoft Teams (Constant replies M-F)
- Traditional UTEP webmail (Replies within 24 hours M-F)

**Important comment:** In light of our current pandemic situation, please read the COVID-19 Accommodations and Precautions below.

### COVID-19 Accommodations and PRECAUTIONS

Please stay home if you have been diagnosed with COVID-19 or are experiencing COVID-19 symptoms. If you are feeling unwell, please let me know as soon as possible, so that we can work on appropriate accommodations. If you have tested positive for COVID-19, you are encouraged to report your results to [covidaction@utep.edu](mailto:covidaction@utep.edu), so that the Dean of Students Office can provide you with support and help with communication with your professors. The Student Health Center is equipped to provide COVID 19 testing.

The Center for Disease Control and Prevention recommends that people in areas of substantial or high COVID-19 transmission wear face masks when indoors in groups of people. The best way that Miners can take care of Miners is to get the vaccine. If you still need the vaccine, it is widely available in the El Paso area, and will be available at no charge on campus during the first week of classes. For more information about the current rates, testing, and vaccinations, please visit [epstrong.org](http://epstrong.org)

## General Information

### Description

This course focuses on English language usage and grammar in context. Using a task-based, communicative approach to teaching and learning, students engage in reading, writing, listening and speaking activities to enhance their knowledge and understanding of grammatical rules and structures, their meaning, and their usage in relation to specific communicative functions. The course includes activities to learn and practice a variety of structures, such as verb tenses and modals, gerunds and infinitives, phrasal verbs,

conjunctions, and different types of clauses, among others. The aim is to achieve a balance between fluency and accuracy and to improve students' overall communicative competence.

### **Expectations and Goals**

At the end of the course, students are expected to be able to do the following, both orally and in writing, at a level of accuracy appropriate for English language learners with a high-intermediate level of English proficiency:

- Use a variety of verb tenses (present, past, future) and aspects (progressive, perfect), orally and in writing;
- Recognize the relationship between verb forms and their meanings in context;
- Understand the relationship between subjects and predicates in different types of sentences;
- Use different types of nouns (possessive nouns, modifying nouns, countable and mass nouns, etc.), determiners (articles, demonstratives, quantifiers, etc.), adjectives (predicative, attributive) and adverbs (time, manner, etc.) in spoken and written texts;
- Differentiate between different types of verbs (e.g., modals, phrasal, transitive, intransitive) and use them in spoken and written texts;
- Use different types of pronouns (subject, object, reflexive,) appropriately;
- Understand and produce basic and complex sentences (e.g., sentences with subordinate clauses), especially in reading and writing tasks;
- Identify and correct common grammatical errors in written texts.

### **Criteria for success**

- 1) Apply the grammatical knowledge acquired and practiced in class to the comprehension and production of texts in English.
- 2) Engage in learning activities to identify, analyze, and produce the grammatical forms and rules presented in class.
- 3) Participate in classroom activities in order to develop a better understanding of the role of grammatical knowledge in communication.
- 4) Review information presented in class and complete all homework assignments.
- 5) Attend all classes and language lab sessions.

### **Online Course Delivery**

This section of ESOL 1406 is delivered in a hybrid format, with instructional sessions or components conducted on-line. Online 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 devote the necessary computer time to the class.

### **Technology Requirements**

Course content is delivered via the Internet through the Blackboard learning management system. You will need:

- A computer, webcam and microphone
- A working UTEP email account

- Stable internet access
- Access to Blackboard (Bb). This tool will be used for most handouts, messages and announcements. Accordingly, all work will only be transmitted and submitted online.
- A Blackboard-friendly browser—Google Chrome & Mozilla Firefox are the best. Software including: MS Office, Adobe Acrobat Reader, Windows Media Player, QuickTime, and Java. If you do not have a word-processing software, you can download Word and other Microsoft Office programs (including Excel, PowerPoint, Outlook and more) for free via UTEP’s Microsoft Office Portal. Click the following link for more information about Microsoft Office 365 and follow the instructions.
- Respondus Lockdown Browser (free download from Blackboard)

**IMPORTANT:** Check that your computer hardware and software are up-to-date and able to access all parts of the course. If your browser is not equipped to navigate the new Blackboard environment, then you may contact the technology “help” desk. You will also need to check the functionality of your sound drivers and flash and java plugins for participation in Collaborate sessions. When having technical difficulties, update your browser, clear your cache, or try switching to another browser.

If you encounter technical difficulties beyond your scope of troubleshooting, please contact the UTEP Help Desk (helpdesk@utep.edu) as they are trained specifically in assisting with technological needs of students. Please do not contact me for this type of assistance. The Help Desk is much better equipped than I am to assist you!

### Course Communication

There are a number of ways we can keep the communication channels open:

- Office Hours: We will not be able to meet on campus, but I will still have office hours for your questions and comments about the course. Please use Microsoft Teams to contact your instructor via text/phone/videocall. Remember that you will need your @miners.utep.edu account to freely join Microsoft Teams.
- Email: UTEP e-mail is the best way to contact me. I will make every attempt to respond to your e-mail within 24-48 hours of receipt. When e-mailing me, be sure to email from your UTEP student account and please put the course number in the subject line. In the body of your e-mail, clearly state your question. At the end of your e-mail, be sure to put your first and last name, and your university identification number.
- Announcements and class emails: Check the Blackboard announcements frequently for any updates, deadlines, or other important messages.

### Netiquette

As we know, sometimes communication online can be challenging. It is possible to miscommunicate what we mean or to misunderstand what our classmates mean given the lack of body language and immediate feedback. Therefore, please keep these netiquette (network etiquette) guidelines in mind. Failure to observe them may result in disciplinary action.

- Always consider audience. This is a college-level course; therefore, all communication should reflect polite consideration of other’s ideas.
- Respect and courtesy must be provided to classmates and to the instructor at all times. No harassment or inappropriate postings will be tolerated.

- Blackboard is not a public internet venue; all postings to it should be considered private and confidential. Whatever is posted on in these online spaces is intended for classmates and professor only. Please do not copy documents and paste them to a publicly accessible website, blog, or other space.

### **Alternative Means of Submitting Work in Case of Technical Issues**

I strongly suggest that you submit your work with plenty of time to spare in the event that you have a technical issue with the course website, network, and/or your computer. I also suggest you save all your work (answers to discussion points, quizzes, exams, and essays) in a separate Word document as a back-up. This way, you will have evidence that you completed the work and will not lose credit. If you are experiencing difficulties submitting your work through the course website, please contact the UTEP Help Desk. You can email me your back-up document as a last resort.

### **ESOL Language Lab**

In addition to regular classroom sessions, students are required to complete **8 hours** in the ESOL lab. This semester the lab will be a “virtual” lab. You will NOT go to a physical location on campus. Our virtual lab will offer writing tutoring, computer-assisted language learning (CALL) activities, conversation practice, among other activities. You may also visit UTEP’s online Writing Center to complete your ESOL lab hours. Even though you will not be going to a physical location, we will be providing you with opportunities to interact online with other classmates.

### **Extra Credit**

You have the option of earning up to a maximum of 2% extra credit towards your final grade in this course. You can do this by completing extra credit assignments towards the end of the course or by participating in one or more research studies (approved by the ESOL Director) if they are offered to your class. Each assignment or study participation is worth 1% extra credit.

### **Test Proctoring Software**

Three course assessments (two exams during the semester and a final exam) will make use of Respondus Lock Down Browser and Respondus Monitor inside of Blackboard to promote academic integrity. You are encouraged to learn more about how to use these programs prior to the first test.

Please review the following guidelines:

- The assessments will only be available at the times identified on Blackboard.
- A reliable Internet connection is essential to completing the exam. If you must go to a location to take the exam (such as the library), be sure to follow their health and safety requirements.
- Respondus Lockdown Browser will require that all internet tabs are closed prior to the start of the test.
- Respondus Monitor requires a webcam and microphone.
- You will be required to show the webcam your student ID prior to the start of the test.
- Your face should be completely visible during the test. Blocking the camera will disable the test.

- No notes or textbook materials are permitted during the test. Respondus Monitor requires you to take a video of your surrounding area (desk, chair, walls, etc.)
- You should not have conversations with other people and/or leave and return to the area during the test.

### Homework & assignments

In order to acquire the grammatical forms, rules, and structures presented and practiced in class, it is crucial that students dedicate time outside of class to the review of material and completion of homework assignments. Failure to complete homework assignments or lack of effort can considerably lower the course grade or result in a failing grade.

### Grading

Course evaluation measures include weekly quizzes, mid-term and final exams, as well as graded homework and computer lab activities. **No make-up quizzes or exams are given.** Exceptions to this rule will be made only in cases of appropriately documented illness or serious medical issues.

	Percentage	Total Points	Grade
Assignments	15%	90-100	A
Quizzes	15%	80-89	B
CALL Activities	10%	75-79	C
E-learning Apps/Participation	10%	74-60	D
Midterm Exam	25%	0-59	F
Final Exam	25%		

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.

### Course Materials

#### Required Materials

Different e-learning applications will be **required** as these will help the students develop fluency.

## 1. Quizzizz

*Quizzizz* is a free gamified quizzes for every subject to play in class and at home. You can pick an existing quiz or create your own for review, formative assessment, and more.



## 2. Flipgrid

*Flipgrid* is a free video-discussion platform.

### Course Policies

#### Assignments

- It is mandatory 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.
- Students are strongly encouraged to make use of the Writing Center at the library or to consult with ESOL tutors (depending on availability) for help with their work before submitting it.

#### Academic Honesty

- Academic dishonesty is prohibited and is considered a violation of the UTEP Handbook of Operating Procedures. It includes, but is not limited to, cheating, plagiarism, and collusion. Cheating may involve copying from or providing information to another student, possessing unauthorized materials during a test, or falsifying research data on laboratory reports. Plagiarism occurs when someone intentionally or knowingly represents the words or ideas of another as ones' own. Collusion involves collaborating with another person to commit any academically dishonest act. Any act of academic dishonesty attempted by a UTEP student is unacceptable and will not be tolerated. All suspected violations of academic integrity at The University of Texas at El Paso must be reported to the Office of Student Conduct and Conflict Resolution (OSCCR) for possible disciplinary action. To learn more, please visit HOOP: Student Conduct and Discipline.

#### Copyright and fair use

- All materials used in this course are protected by copyright law. The course materials are only for the use of students currently enrolled in this course and only for the purpose of this course. They may not be further disseminated.

#### Plagiarism Detecting Software

- Some of your course work and assessments may submitted to SafeAssign, a plagiarism detecting software. SafeAssign is used review assignment submissions for originality and will help you learn how to properly attribute sources rather than paraphrase.

## 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.

## COVID-19 ACCOMODATIONS:

- Students are not permitted on campus when they have a positive COVID-19 test, exposure or symptoms. If you are not permitted on campus, you should contact me as soon as possible so we can arrange necessary and appropriate accommodations. (classes with on-campus meetings) Students who are considered high risk according to CDC guidelines and/or those who live with individuals who are considered high risk may contact Center for Accommodations and Support Services (CASS) to discuss temporary accommodations for on-campus courses and activities. Apply at [cassportal.utep.edu](http://cassportal.utep.edu) and fill out a three-question application. You will be scheduled to meet with disability coordinator to discuss your unique situation.

## Online Sessions

Online Sessions:

When having Online Sessions, you will NOT go to a physical location on campus, nor connect during a set period of time. Online classes for this course are asynchronous (you work at your own pace). When meeting Face-to-Face synchronously-, the students will join their scheduled classroom on campus.

Office Hours:

Students may have additional options for contacting the instructor. The students will use the Chat Feature on Microsoft Teams to contact instructor for appointments/office hours.

## Attendance and participation in class

To improve their language proficiency and academic literacy skills, students must be present in class, whether in-person or online, in order to participate in all class activities and engage in active practice. Good attendance is a course requirement.

## IMPORTANT RULES TO KEEP IN MIND:

- During the fall or spring semester, students may 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. For classes meeting every day, students may be dropped after five consecutive absences or a total of eight absences. During a four-week summer session, students may 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). HOWEVER

- Students who feel sick or have tested positive for COVID-19 should absolutely NOT come to campus! If you are feeling sick, are exhibiting symptoms, or have tested positive for COVID-19, send an email to your instructor immediately. Your instructor will work with you to ensure that you can keep up with or make up your assignments or arrange for you to drop if it is not possible for you to complete the course. NOTE: We hope that no UTEP student becomes seriously ill. In the unfortunate event that an ESOL student is unable to meet the commitments required to pass the course due to illness, the instructor will advise that student to drop the course. For this reason it is also very important that you contact your instructor immediately if you are feeling ill.
- Late arrivals and early departures also carry penalties for purposes of dropping or lowering the course grade. Each student who arrives late is responsible for notifying the instructor at the end of the class period so his/her attendance can be recorded.

## COURSE RESOURCES

UTEP provides a variety of student services and support: Technology Resources

- Help Desk: Students experiencing technological challenges (email, Blackboard, software, etc.) can submit a ticket to the UTEP Helpdesk for assistance. Contact the Helpdesk via phone, email, chat, website, or in person if on campus. Academic Resources
- UTEP Library: Access a wide range of resources including online, full-text access to thousands of journals and eBooks plus reference service and librarian assistance for enrolled students.
- University Writing Center (UWC): Submit papers here for assistance with writing style and formatting, ask a tutor for help and explore other writing resources.
- Math Tutoring Center (MaRCS): Ask a tutor for help and explore other available math resources.
- History Tutoring Center (HTC): Receive assistance with writing history papers, get help from a tutor and explore other history resources.
- RefWorks: A bibliographic citation tool; check out the RefWorks tutorial and Fact Sheet and Quick-Start Guide. Individual Resources
- Military Student Success Center: Assists personnel in any branch of service to reach their educational goals.
- Center for Accommodations and Support Services: Assists students with ADA-related accommodations for coursework, housing, and internships.
- Counseling and Psychological Services: Provides a variety of counseling services including individual, couples, and group sessions as well as career and disability assessments.

**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

ESOL 2303 ONLY students majoring in the Humanities and Social Sciences may be required to take this class. Please check corresponding degree plan.

*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.*

### **ADDITIONAL HELPFUL INFORMATION**

- Academic Advising Center - Academic Advising, 1st floor, 747-5290; <http://academics.utep.edu/Default.aspx?tabid=59454>
- Department of Language and Linguistics - Liberal Arts 137, 747-5767; <http://academics.utep.edu/Default.aspx?tabid=44572>
- Enrollment Services -Academic Services Building 101, 747-6186; <http://webcontent.utep.edu/enrollmentservices/>
- ESOL Program - Liberal Arts 114, 747-7038; <http://academics.utep.edu/Default.aspx?tabid=51677>
- ESOL Lab and Tutoring Services - Liberal Arts 238; <http://academics.utep.edu/Default.aspx?tabid=51678>
- ESOL Student Online Resources; <http://academics.utep.edu/Default.aspx?tabid=51679>
- Financial Aid - Academic Services 204, 747-5204; <http://academics.utep.edu/Default.aspx?alias=academics.utep.edu/finaid>
- International Programs - Union East 203, 747-5664; <http://studentaffairs.utep.edu/Default.aspx?tabid=52367>
- Office of Student Life - Union West 102, 747-5648; <http://www.utep.edu/dos/acadintg.htm>
- Registration & Records -Academic Services 123, 747-5544; <http://academics.utep.edu/Default.aspx?tabid=40826>
- Student Health Center - Union East 100, 747-5624; <http://chs.utep.edu/health/>
- Scholarships - Academic Services Building 202, 747-5478; <http://ia.utep.edu/Default.aspx?alias=ia.utep.edu/scholarships>
- University Counseling Center, Union West 202, 747-5302; <http://sa.utep.edu/counsel/>
- University Career Center, Union West 103, 747-5640; [www.utep.edu/careers](http://www.utep.edu/careers)
- UTEP Library: 1900 Wiggins Way 747-5672; <https://www.utep.edu/library/>
- MLA & APA Documentation Style: <https://owl.purdue.edu/>
- Writing Center - University Library 227, 747-5112; <http://academics.utep.edu/writingcenter/>
- Student Development Center - Union West 106, 747-5670; <http://sa.utep.edu/sdc/>