

ESOL 1406: Basic Sentence Structure

CRN: 21503 Semester/Year: Spring 2014

Instructor: Leticia Milliken

Telephone: 747-6555

Office address: LART 123

E-mail address: lmmilliken@utep.edu

Office Hours: T and R: 10 a.m. – 12 p.m. and Wednesday 10:30-11:20 or by appointment

Course 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.

Required textbooks/materials:

- Fuchs, M., & Bonner, M. (2011). *Focus on Grammar 4*, (4th Ed.). Pearson Longman.
- Gandhi-Rao, S., McCormack, M., & Trelenberg, E. (2009). *ESL Workbook* (2nd Ed). Bedford/St. Martin's.

Objectives

At the end of the course, students are expected to be able to do the following, in both spoken and written texts, and at a level of accuracy appropriate for English language learners with a high-intermediate level of 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 common grammatical errors in written texts and correct them.

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 carefully.
- 5) Attend all classes and language lab sessions.

ESOL language lab

In addition to regular classroom sessions, students are required to complete computer-assisted language learning (CALL) activities in the ESOL lab (located in Liberal Arts 238). These activities provide extended opportunities to review the topics covered in class and to engage in individual practice.

Attending ESOL lab sessions constitutes an important and required part of the course. Lab activities should be completed every week, as assigned by the class instructor. The CALL activities in the lab are closely connected to the lessons presented in the classroom, and they are designed to provide extensive opportunities to review the course material at an individual pace.

Failure to complete the assigned ESOL lab exercises and activities can significantly lower the course grade. The class instructor will monitor students' work and assign a grade for both attendance and completion of assignments each week. ESOL lab absences count the same as classroom absences.

Some Important ESOL Lab Policies*

- Students should follow all lab rules and procedures established by the Department of Languages and Linguistics.
- A set of headphones is required to work with the software assigned to ESOL 1406. All students should bring their own headphones when working in the lab.
- Only ESOL course-related work is allowed in the lab. Any activity unrelated to class may lead to suspension of lab privileges and/or failing the course.
- Food, drinks, chewing gum, and chatting or loud conversations are not allowed in the lab.
- Any disruptions or violation of lab rules will be reported to appropriate university authorities.

NOTE* This is a partial list of ESOL lab rules and policies. An orientation is provided to lab users at the beginning of the semester to review additional rules and regulations. Rules and policies established for all UTEP computer labs apply also to the ESOL lab. It is the responsibility of the student to be aware of all relevant policies and regulations.

Homework assignments

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

Grading

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

The course grade is determined as follows:

Homework:	10 %
Quizzes:	40 %
ESOL lab work :	10 %
Midterm exam:	15 %
Final Exam:	25%

Grades are assigned on this scale:

A = 90 - 100
B = 80 - 89
C = 75 - 79
D = 74- 60
F = 0 - 59

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

Weekly schedule (subject to change)

Textbook: *Focus on Grammar 4*, (4th Ed.). Pearson Longman

WEEK	CHAPTER	EXAMS and QUIZZES
Week 1	Introduction to Course Part I Unit 1: Simple Present and Present Progressive	Quiz Unit 1
Week 2	Part I Unit 2: Simple Past and Past Progressive	Quiz Unit 2
Week 3	Part I Unit 3: Simple Past, Present Perfect, and Present Perfect Progressive	Quiz Unit 3
Week 4	Part I Unit 4: Past Perfect and Past Perfect Progressive	Quiz Unit 4
Week 5	Part II Unit 5: Future and Future Progressive	Quiz Unit 5
Week 6	Part IV Unit 9: Gerunds and Infinitives	Quiz Unit 9
	Midterm Exam	Midterm Exam
Week 7	Part V Unit 11: Phrasal Verbs	Quiz Unit 11
Week 8	Part V Unit 11: Phrasal Verbs	
Week 9	Part V Unit 12: Phrasal Verbs: Separable and Inseparable	Quiz Unit 12
Week 10	Part VI Unit 13: Adjective Clauses with Subject Relative Pronouns	Quiz Unit 13
Week 11	Part V Unit 14: Adjective Clauses with Object Relative Pronouns	Quiz Unit 14
Week 12	Part VII Unit 15: Modals and Similar Expressions	Quiz Unit 15
Week 13	Part VII Unit 16: Advisability in the Past	Quiz Unit 16
Week 14	Part VII Unit 17: Speculations and Conclusions About the Past	Quiz Unit 17
Week 15	Review for the final	
	Final Exam: Check day/time in UTEP official final exams schedule	Final Exam

COURSE POLICIES

Assignments

- It is very important to submit all major assignments and take the corresponding exams in order to obtain a passing grade. All assignments must be completed and turned in on the scheduled dates. Any assigned work that is not submitted by the due date will not get the corresponding points/credit. Late work will not be accepted. Exams should be taken on scheduled dates. No make-up exams will be given. Exceptions to these rules may be considered only for medical emergencies (or similar extraordinary circumstances) which must be properly documented.
- 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 at the library or to consult with ESOL tutors (depending on availability) in order to revise and edit their work before submitting it.

Mobile phones, laptops, and other electronic devices

- All students must turn off their cell phones, pagers, iPads, MP3 players, and any other similar devices while in class. If a student uses a cell phone (including checking email or texting) or if his/her use of any electronic device disrupts the class, the student will be reported to the Dean of Students' Office.
- In classes that meet in a computer lab, students must NOT check email, surf the web, or do work that is unrelated to the class activity being conducted at the moment.
- The use of laptops or similar devices while in the classroom may be prohibited if the instructor considers them a distraction.
- No visitors will be allowed without instructor's permission.

Academic honesty

- Students are expected to adhere to and comply with standards of academic honesty. Academic dishonesty will not be tolerated. All cases are 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 grade. Forms of academic dishonesty include (but are not limited to): collusion—lending your 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 your own (e.g., copying parts of or whole papers off the Internet).
- Any type of cheating or plagiarism constitutes a violation to university policies and to 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> 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 report to 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.

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 ensure that students learn the material and help them to 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 lack of effort

ATTENDANCE POLICY FOR ALL ESOL COURSES

To improve their language proficiency and academic literacy skills, students must be present in class in order to participate in all class activities and engage in active practice. **Good attendance is a course 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 being absent four times in a row or after accumulating a total of six absences, and from a TR class after being absent three times in a row or after accumulating a total of four absences. During a four-week summer session, students will be dropped after being absent two times in a row 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.
- All truly “exceptional” circumstances should be documented and discussed with the class instructor. Absences due to exceptional circumstances should be 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 class 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 (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 point for every absence in MWF courses, 1.5 points for every absence in TR courses, and 2.5 points for every absence in summer courses.

Exceptions to the above-stated attendance policies are only made under the following circumstances: (1) a medical emergency requiring hospitalization, (2) jury duty, or (3) official UTEP business such as athletics, debating team, or band. These circumstances must be properly documented (official proof). 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.

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.

HELPFUL INFORMATION

- [Academic Advising Center](http://academics.utep.edu/Default.aspx?tabid=59454) – Academic Advising, 1st floor, 747-5290; <http://academics.utep.edu/Default.aspx?tabid=59454>
- [Center for Accommodations and Support Services](http://sa.utep.edu/cass/) - Union East 106, 747-5148; <http://sa.utep.edu/cass/>
- [Department of Language and Linguistics](http://academics.utep.edu/Default.aspx?tabid=44572) – Liberal Arts 137, 747-5767; <http://academics.utep.edu/Default.aspx?tabid=44572>
- [Enrollment Services](http://webcontent.utep.edu/enrollmentservices/) -Academic Services Building 101, 747-6186; <http://webcontent.utep.edu/enrollmentservices/>
- [ESOL Program](http://academics.utep.edu/Default.aspx?tabid=51677) – Liberal Arts 114, 747-7038; <http://academics.utep.edu/Default.aspx?tabid=51677>
- [ESOL Lab and Tutoring Services](http://academics.utep.edu/Default.aspx?tabid=51678) – Liberal Arts 238; <http://academics.utep.edu/Default.aspx?tabid=51678>
- [ESOL Student Online Resources](http://academics.utep.edu/Default.aspx?tabid=51679); <http://academics.utep.edu/Default.aspx?tabid=51679>
- [Financial Aid](http://academics.utep.edu/Default.aspx?alias=academics.utep.edu/finaid) - Academic Services 204, 747-5204; <http://academics.utep.edu/Default.aspx?alias=academics.utep.edu/finaid>
- [International Programs](http://studentaffairs.utep.edu/Default.aspx?tabid=52367) - Union East 203, 747-5664; <http://studentaffairs.utep.edu/Default.aspx?tabid=52367>
- [Office of Student Life](http://www.utep.edu/dos/acadintg.htm) - Union West 102, 747-5648; <http://www.utep.edu/dos/acadintg.htm>
- [Registration & Records](http://academics.utep.edu/Default.aspx?tabid=40826) -Academic Services 123, 747-5544; <http://academics.utep.edu/Default.aspx?tabid=40826>
- [Student Health Center](http://chs.utep.edu/health/) - Union East 100, 747-5624; <http://chs.utep.edu/health/>
- [Scholarships](http://ia.utep.edu/Default.aspx?alias=ia.utep.edu/scholarships) - Academic Services Building 202, 747-5478; <http://ia.utep.edu/Default.aspx?alias=ia.utep.edu/scholarships>
- [University Counseling Center](http://sa.utep.edu/counsel/), Union West 202, 747-5302; <http://sa.utep.edu/counsel/>
- [University Career Center](http://www.utep.edu/careers), Union West 103, 747-5640; www.utep.edu/careers
- [Writing Center](http://academics.utep.edu/writingcenter/) - University Library 227, 747-5112; <http://academics.utep.edu/writingcenter/>