Northern Virginia Community College
Annandale Campus
Course Syllabus – ESL 17
Spring 2007 – ESL 017-009

 Instructor: Karen Van Horn E-mail: kvanhorn@nvcc.edu
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Mailbox: CN 236 to drop off late/early assignments
Office Hours: MTWT 11:50-12:50; 6:00-6:15 pm other hours available
by appointment

Class times and location: T Th 1:00-3:20 CN 217

TEXTBOOKS

American Ways – An Introduction to American Culture (Third edition) by Maryanne Kearny Datesman, JoAnn Crandall and Edward N. Kearney

Focus on Vocabulary – Mastering the Academic Word List by Diane Schmitt and Norbert Schmitt

The Testament by John Grisham

COURSE DESCRIPTION
This course is designed to help you develop the reading and study skills necessary to succeed in college work. We will focus on structural analysis of text, critical reading (differentiating between fact and opinion, making inferences, etc.), varying reading rates according to materials, preparing outlines and summaries, and increasing your understanding of complex grammatical structures and college-level vocabulary. The study skills we cover will include appropriate participation in a college classroom, taking notes, and test-taking techniques.

OBJECTIVES
• Develop a faster reading rate with better comprehension and retention of information in increasingly complex academic readings.
• Develop increased comprehension of complex grammar and college entry-level vocabulary
• Develop ability to distinguish main ideas, major details and minor details.
• Develop ability to distinguish fact from opinion and recognize reliable opinions.
• Develop ability to analyze argumentative/persuasive writing.
• Develop successful study skills.
• Develop ability to summarize various types of reading materials to include essays, news articles, textbook selections, etc.

COURSE REQUIREMENTS & GRADING
This course is a developmental course, which means it is a Pass or Fail course. To pass ESL 17, you must meet the following requirements:

a) Have an average of 75% on all tests, quizzes, summaries, and other assignments
b) Attend and participate in class regularly. (See Other Course Information below)
c) Complete assigned work on time

The course material is weighted as follows:
Summaries, Quizzes, Homework Assignments and Tests 70% of final grade
Final Exam 30% of final grade
OTHER COURSE INFORMATION

1) **Make-up Work**: No make-up quizzes or summaries will be allowed. If you miss a quiz or summary, you will receive a zero on it. You may make up one test [but not the final], but you will receive a 15 point deduction. This make up test must be completed within one week of the test date.

2) **Attendance/Lateness**: You are permitted no more than 4 absences. If you are absent more than 4 times, you can be administratively withdrawn from the course. Also, arriving late or leaving early is considered 1/3 of an absence. Late is after 1:05 pm. Early is before you are dismissed.

3) **Plagiarism**: Summaries must be written IN YOUR OWN WORDS. Work that contains copied material will not be graded and will receive a zero. In addition, all home and class work must be your own, not that of your relatives and friends. Work that is judged to have been written by your family and friends will not be graded, and you will receive a zero.

4) **Professionalism**: You are expected to conduct yourself in a manner appropriate for a college classroom. This means show respect for teachers and students as well as property.

5) **Participation**: You are expected to participate in class discussions and group work, and complete assignments on time. If you are absent, you are responsible for the material you missed and the assignment(s) due for the next class.

6) **Homework** is a very important part of your learning. Plan for 2-3 hours of homework before the next class period during the week. On the weekends, plan for 4-6 hours. You receive credit for homework that is 90% complete. Assignments that are handed in late will be put in my ‘late’ folder. I may give credit for such assignments at the end of the semester if the student needs credit.

**IMPORTANT DATES**

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>Last day to drop with tuition refund</td>
<td>January 29</td>
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<tr>
<td>Parking permits required</td>
<td>January 29</td>
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<tr>
<td>Presidents’ Day Holiday</td>
<td>February 19</td>
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<tr>
<td>Spring Break</td>
<td>March 12-18</td>
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<td>Last day to withdraw without grade penalty</td>
<td>March 30</td>
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<td>change to audit</td>
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<td>Final exams (ESL classes)</td>
<td>April 30- May 6</td>
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<td>Exit Test (ESL 13)</td>
<td>April 28</td>
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<tr>
<td>Student conferences (ESL classes)</td>
<td>May 7- 14</td>
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**POLICIES AND PROCEDURES**

- **Fire Emergency Procedures** - in case of an emergency, please follow the emergency procedure as discussed on the first day of class and as posted in the classroom.

- **Academic Integrity** - students must follow Information Student/Patron Ethics Agreement as posted in computer areas and academic integrity standards identified in the student handbook.

- **NVCC is a place for learning and growing.** You should feel safe and comfortable anywhere on this campus. In order to meet this objective, you should:
  a. let your instructor, the Dean of students or the Provost know if an unsafe, unwelcome or uncomfortable situation arises that interferes with your learning process.
  b. inform your instructor within the first two weeks of classes if you have special needs or a disability that may affect your class performance.
WEEK 1
January 15
Pre-test/ Introduction to course
American Ways – Introduction
Focus on Vocabulary – Unit 1- Chapter 1

WEEK 2
January 22
American Ways – Chapter 1
Focus on Vocabulary – Unit 1 – Chapter 2
Grisham – Chapters 1-3

WEEK 3
January 29
American Ways – Chapter 2
Focus on Vocabulary – Unit 1 – Chapter 3
Grisham – Chapters 4-7

WEEK 4
February 5
American Ways – Chapter 3
Focus on Vocabulary – Unit 1 – Chapter 4
Grisham – Chapters 8-11

WEEK 5
February 12
American Ways – Chapter 4
Focus on Vocabulary – Unit 2 – Chapter 5
Grisham – Chapters 12-15

WEEK 6
February 19
American Ways – Chapter 5
Focus on Vocabulary – Unit 2 – Chapter 6
Grisham – Chapters 16-19

WEEK 7
February 26
American Ways – Chapter 6
Focus on Vocabulary – Unit 2 – Chapter 7
Grisham - Chapters 20-23

WEEK 8
March 5
American Ways – Chapter 7
Focus on Vocabulary – Unit 2 – Chapter 8
Grisham – Chapters 24-27

WEEK 9
March 12
SPRING BREAK – March 12-18

WEEK 10
March 19
American Ways – Chapter 8
Focus on Vocabulary – Unit 3 – Chapter 9
Grisham – Chapters 28-31

WEEK 11
March 26
American Ways – Chapter 9
Focus on Vocabulary – Unit 3 – Chapter 10
Grisham – Chapters 32-35

WEEK 12
April 2
American Ways – Chapter 10
Focus on Vocabulary – Unit 3 – Chapter 11
Grisham – Chapters 36-39

WEEK 13
April 9
American Ways – Chapter 11
Focus on Vocabulary – Unit 3 – Chapter 12
Grisham – Chapters 40-43

WEEK 14
April 16
American Ways – Chapter 12
Focus on Vocabulary – Unit 4 – Chapter 13
Grisham – Chapters 44-47

WEEK 15
April 23
American Ways – Review
Focus on Vocabulary – Unit 4 – Chapter 14
Grisham – Chapters 48-52

WEEK 16
April 30
FINAL EXAM

WEEK 17
May 7
STUDENT CONFERENCES