EAP 1500 (Advanced Listening & Speaking)
Class meets in LA 113 on Tues/Thurs 12:00-1:40 p.m.

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INSTRUCTOR

Melanie Paden ➜ Click my name to access my instructor page.

Hello and welcome to EAP 1500! I am looking forward to working with each of you as you move closer toward your academic and professional goals.

Contact me by email
Please email me through the course page. However, if the course page is not working, email me at paden.melanie@spcollege.edu.

Visit me in my office
LA 127
727-791-2666
Monday 4-8pm; Tuesday 3-4pm; Wednesday 12-2pm; Thursday 1:45-2:30pm; available online Friday 8am-1pm

Visit me in the Writing Studio
Inside the Clearwater campus library
727-791-5994
Monday 3-4pm and Tuesday 2-3pm
LEARNING RESOURCES
http://spcollege.libguides.com/tutoring
https://www.facebook.com/SPCwritingstudio

Writing Workshops
www.spcollege.libguides.com/CLworkshops
These free workshops are open to any SPC student! They cover many topics, including grammar, comma usage, sentence structure, paragraph development, and essay structure. The first part is usually a short lesson, and the second half includes practice and discussion. The writing/grammar workshops are located in the Clearwater campus library. Check in at the reference desk to find out exact locations.

Tutoring
www.spcollege.libguides.com/CLschedule.
Sit down with a friendly tutor for free help with your class work. You can get help with writing and grammar in the Writing Studio inside the Clearwater campus library. You can also find help with math, science, and computer classes over in the Learning Support Commons in LA 100. The tutors are available Monday – Saturday. Check the schedule for details.

Do you need a book to help you improve your English reading skills? Would you like to listen to an audio version of a novel while you read along in English? Do you need some information for an essay and you don’t know where to start? Find the research librarian at the reference desk in the Clearwater campus library! They are there to help you find the materials you need. You can check out books, movies, and other materials with your student ID. If you don’t have a student ID, you can get one right there at the front desk in the Clearwater campus library.

Study spaces
The Clearwater campus library (LI building) and Learning Support Commons (also known as the LSC, located in LA 100) are great places to finish your assignments without the distractions that you might have at home. Stop by before, after, or between classes. There are tables, desks, and study rooms where you can work comfortably. Some areas are quiet while others are more interactive, so you are sure to find the right place for you. In addition, if you have questions while you work, the tutors or librarians are there to help you.

Computer labs with printers
You will find many computers available for you in the library or LSC. If you prefer a laptop, you can check one out from the front desk to use in the library. Printing and copying cost 10 cents for black/white and 50 cents for color. The scanner is available for free.
THIS COURSE (EAP 1500 Advanced Listening & Speaking)

This course is designed to help you build skills in academic listening and speaking. You will enhance your aural comprehension skills in both academic and social settings by listening to taped lectures and news broadcasts, radio and television shows, and guest speakers. You will develop communication, organization and pronunciation skills necessary for effective academic presentation and discussion with an introduction to lecture note taking. Emphasis is also placed on accent reduction as students focus on sound discrimination and oral production of English. Oral communication skills are further developed as you practice interviewing, summarizing, giving presentations and take part in group problem-solving activities. 62 contact hours.*

Prerequisite: EAP 0400 or an appropriate score on the standardized placement test for ESL.

By successfully completing this course, you will achieve the following major learning outcomes:
1. You will communicate facts and talk casually with native speakers about topics of current and personal interest.
2. You will discuss concrete topics relating to particular interests and special fields.
3. You will deliver a ten-minute prepared oral presentation on a chosen topic.
4. You will understand information presented in a variety of contexts.
5. You will understand the main ideas of speeches.
6. You will demonstrate enhanced enunciation and pronunciation.

REQUIRED MATERIALS

********There are no textbooks for this course, but you must have the following.********

You must have a computer with working speakers and internet connection.

You must have access to a computer with internet connection and working speakers. You must be able to regularly access our course page to view assignments, submit work, and communicate with the instructor. Sign in with your student number and password at angel.spcollege.edu.

Computers and headphones are available in SPC's Learning Support Commons and the library. Therefore, "I had computer problems" is not a valid excuse for not completing assignments.

Call (727) 341-4357 for technical help. You may also visit the library or Learning Support Commons in LA 100 for assistance.
IMPORTANT DATES

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course dates</td>
<td>8/18 - 12/11/2014</td>
</tr>
<tr>
<td>Final exams</td>
<td>12/8 - 12/11/2014</td>
</tr>
<tr>
<td>Deadline to drop</td>
<td>8/22/2014</td>
</tr>
<tr>
<td>“W” Withdrawal date*</td>
<td>10/23/2014</td>
</tr>
<tr>
<td>Grades due</td>
<td>12/13/2014</td>
</tr>
</tbody>
</table>

No classes on...

<table>
<thead>
<tr>
<th>Holiday</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Labor Day</td>
<td>9/1/2014</td>
</tr>
<tr>
<td>College Day</td>
<td>10/22/2014</td>
</tr>
<tr>
<td>Veteran’s Day</td>
<td>11/11/2014</td>
</tr>
<tr>
<td>Thanksgiving</td>
<td>11/26-11/30/2014</td>
</tr>
</tbody>
</table>

*FINANCIAL AID RECIPIENTS*: If you withdraw from the college anytime on or before the dates of your session, you may have to repay financial aid funds. See financial aid withdraw deadlines.

EXPECTATIONS

I expect you to be present, prepared, and ready to participate; to encourage a scholarly and friendly learning environment; to treat everyone in the classroom with respect; to communicate your questions and concerns to me; and to do your best work in order to succeed in the course.

For my part, I will work hard to help you learn and succeed. You can expect me to be prepared, organized, and available. You can also expect me to be fair and consistent in my grading policies and to give you timely feedback to help you recognize your weaknesses and build on your strengths. Finally, you can expect me to treat you with respect.

PARTICIPATION & ATTENDANCE

In order to succeed in this course, you must attend class, arrive on time, participate in class activities, be present for quizzes and discussions, devote time at home for homework, and submit work when it is due. In other words, you must actively participate in class. For this class, you show evidence of your active participation by grades and attendance.

For grades, you must maintain a course average above 70%. If your grade is below 70% at the “W” withdrawal date, I will contact you to set up a meeting to discuss steps you must take in order to continue in the course.

I will take attendance every day. Please email me before class to let me know if you must be absent. You will be responsible for turning in all of your work on time and getting any notes or assignments you miss that day. Late assignments will not be accepted unless arrangements are made beforehand. If you do not contact me and get permission to make up the missed work, you will receive a grade of zero on that work. If you miss more than three classes before the “W” withdrawal date (see “Important Dates” section above), we must set a time to meet and talk about your progress. If you do not meet with me, you must withdraw from the class before the “W” withdrawal date. If you do not withdraw yourself, you will be dropped from the class and receive a “WF.” If you miss more than four classes by the end of the semester, we must set a time to meet to discuss your progress. If you refuse to meet, you will receive an “F” for the course.

If you have an unexpected emergency that causes you to miss more than 4 classes, you must contact the Associate Provost’s office. The Associate Provost’s office will contact the instructor, and an exception to the course attendance policy can be made. Clearwater Campus Associate Provost: Mr. Matt Bowen; Office: AD 105; Telephone: (727) 791-2492.
The college-wide attendance policy is included in the Syllabus Addendum http://www.spcollege.edu/central/asa/addendum.htm

**PUNCTUALITY**
Please arrive to class on time. If you arrive more than 5 minutes late, you will be “tardy.” If you arrive more than 30 minutes late, you will be counted “double tardy.” Each tardy counts for 1/3 of an absence. Each double tardy counts for 1/2 of an absence. The same is true for leaving class early.

***If you have special circumstances that cause you to be absent, late, or miss assignments, please come see me during my office hours or email me. I want to work with you to overcome any difficulties, so you can succeed in the course! ***

**GRADING**

<table>
<thead>
<tr>
<th>Component</th>
<th>Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Notes/Homework</td>
<td>25%</td>
</tr>
<tr>
<td>Midterm exam</td>
<td>10%</td>
</tr>
<tr>
<td>Formal speeches</td>
<td>15%</td>
</tr>
<tr>
<td>Summaries/Discussions</td>
<td>10%</td>
</tr>
<tr>
<td>Final exam</td>
<td>15%</td>
</tr>
<tr>
<td>Quizzes/Tests</td>
<td>25%</td>
</tr>
</tbody>
</table>

**Grading Scale**

<table>
<thead>
<tr>
<th>Percentage Range</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>90 – 100%</td>
<td>A</td>
</tr>
<tr>
<td>80 – 89%</td>
<td>B</td>
</tr>
<tr>
<td>70 – 79%</td>
<td>C</td>
</tr>
<tr>
<td>0 – 69%</td>
<td>F</td>
</tr>
<tr>
<td>withdraw</td>
<td>W</td>
</tr>
<tr>
<td>withdraw &amp; fail</td>
<td>WF</td>
</tr>
</tbody>
</table>
EAP COURSE PLAN

Listening & Speaking
- 0200 Basic
- 0300 Intermediate I
- 0400 Intermediate II
- 1500 Advanced

Reading/Writing/Grammar
- 0295 Basic I
- 0395 Basic II
- 0495 Intermediate
- 1595 Advanced I
- 1695 Advanced II

STUDENT SURVEY OF INSTRUCTION
The student survey of instruction is a survey in which you will be able to share your feedback about this course. It is administered at the end of each semester. It is designed to improve the quality of instruction at St. Petersburg College. All student responses are confidential and anonymous and will be used solely for the purpose of performance improvement.

ACADEMIC DEPARTMENT
Dean: Dr. Martha Campbell
Office Location: LA 187 Clearwater campus
Office Number: (727) 791-2570

Academic Chair: Dr. Shirley Oakley
Office Location: LA 185 Clearwater campus
Office Number: (727) 791-5904

ADDENDUM
See the syllabus addendum for more information about college policies:
http://www.spcollege.edu/central/asa/addendum.htm