EAP 1695 Advanced ESL II - Reading, Writing, & Grammar

Our class meets in ES 209 on the Clearwater Campus | Mon/Wed 5:15-8:00 PM

SYLLABUS CONTENTS:

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REQUIRED BOOKS & MATERIALS

1. TEXTBOOKS
   - Choice & Consequence, by Tunceren & Benson
   - Grammar for Great Writing C, edited by Folse

   I recommend buying the two textbooks in the bookstore.

2. SUPPLIES – Bring these to class every week.
   - A composition book or notebook for taking notes in class
   - A pocket folder or binder for storing class papers
   - Notebook paper
   - A pen and pencil
   - Your beautiful brain

3. A COMPUTER AT HOME
   - For this course, you need a computer with internet connection and working speakers or headphones.
   - To access our course online, sign in with studentnumber@live.spcollege.edu and your password at http://one.spcollege.edu. Then click MyCourses.
You must visit MyCourses regularly in order to view assignments, submit work, and communicate with your instructor. I recommend planning at least three days a week when you can sign in to the course outside of class and work on your assignments. For example, you might set aside time on Thursday, Sunday, and Tuesday to complete the required work for the course, review your notes, and email me with any questions.

**COMPUTER PROBLEMS?**
If your computer breaks or you cannot access the internet, it is your responsibility to find another computer to complete your work for this course. Computers and headphones are available in the Clearwater Campus Library. You can also use the computers at any SPC campus library. If you have a problem with MyCourses, call the technical support help desk at (727) 341-4357. They are open seven days a week, 7 AM - midnight. You may also visit the library for assistance.

**TIME COMMITMENT**
*This is a blended course, which means you will complete ONE-THIRD of the course work (about 3 hours of work) outside of class with online videos, discussion posts, at-home quizzes, etc. In addition, you will have your regular homework assignments and studying.*

**Breakdown of the time commitment for EAP 1695:**
- 6 hours in class every week
- 3 hours doing online “blended” work at home every week
- 5-10 hours of homework/studying at home every week

Make a weekly plan that works for you, so you can do your best work!

**ABOUT THIS COURSE**

**Credit(s) 9. Contact Hours 137**

Course Description: Prerequisite: EAP 1595 or an appropriate score on the standardized placement test for ESL. As the last course in English as a Second Language, this component is designed to increase and refine skills in reading speed, comprehension and retention; in writing organization, fluency, clarity and style; and in understanding and applying advanced grammatical concepts to enhance both comprehension and expression in English. Group interaction, critical thinking skills and appreciation of cultural differences in learning approaches are incorporated in instructional techniques. 137 contact hours. (A total of 12 credits from EAP 1695 and EAP 1500 can be used for graduation credit.)

**Major Learning Outcomes:**
1. You will investigate and analyze the process of reading in a second language.
2. You will apply reading skills to a variety of reading materials.
3. You will read and demonstrate comprehension of a variety of reading materials.
4. You will practice and refine critical thinking skills.
5. You will evaluate the validity of electronic and printed texts.
6. You will use specific context clues to assist in comprehending reading material.
7. You will increase and refine vocabulary.
8. You will improve reading proficiency and study skills.
9. You will practice and refine skills in writing and grammar.
10. You will produce multi-paragraph compositions.
11. You will compose a paragraph in response to a question.

**Criteria Performance Standard:** Upon successful completion of this course, the student will, with 70% accuracy, demonstrate mastery of the stated objectives through appropriate measures developed by EAP faculty. The student's written abilities in English will be evaluated according to the SPC Rubric for Writing and through course activities and assessments.

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**YOUR INSTRUCTOR**

**Melanie Paden**  
**Email me:** Please email me through MyCourses at mycourses.spcollege.edu. If the course page is not working, email me at paden.melanie@spcollege.edu.

**Call me:** Call 727-791-2443. Please leave a voice message if I’m not in. You can call that number at *any time*!

**Meet with me:** My office is LA 127. You can stop by during my office hours, but it’s best to make an appointment in advance, so I can be sure to make time just for you. My office schedule will be posted on my office door – look for the schedule to be posted in Week 2!

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**IMPORTANT DATES FOR SPRING 2019**

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>First day of classes</td>
<td>Mon, Jan 14</td>
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<tr>
<td>Last day of classes</td>
<td>Fri, May 10</td>
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<tr>
<td>Drop with a refund by</td>
<td>Fri, Jan 18</td>
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<tr>
<td>No classes/College closed</td>
<td>Mon, Jan 21 (Dr. Martin Luther King, Jr. Day)</td>
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<td>March 10-17 (spring break)</td>
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<td>April 19-21 (spring holiday)</td>
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<tr>
<td>Last day to withdraw*</td>
<td>Wed, March 27</td>
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<tr>
<td>View summer class offerings</td>
<td>Mon, March 4</td>
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*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 withdrawal deadlines](#).
FREE LEARNING RESOURCES

LINK: www.spcollege.edu/libraries

Tutoring: You can work with a tutor for free in the Clearwater Campus Library. They offer help with writing, grammar, math, science, and computer classes. The tutors are available Monday through Saturday. Check the Tutor Schedule for details about specific tutors. You also have free access to Smarthinking online tutoring services. The link to Smarthinking is in MyCourses.

Library materials: 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 in the Clearwater Campus Library.

Study spaces: The Clearwater Campus Library is a great place to work on 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 and librarians are there to help you.

Computers, printers, and scanners
You will find many computers available for you in the library. If you prefer a laptop, you can check one out from the front desk of the library and use it there. Printing and copying are available at a small cost. The scanner is free.

REQUIRED MINIMUM GRADE AND ATTENDANCE

In order to pass this class:

- You must not miss more than 3 classes by the “W” withdrawal date.
- You must not miss more than 4 classes by the end of the semester.
- You must keep your overall grade at or above 70%.

If you do not meet the criteria above, but you wish to stay in the class, it is your responsibility to contact me to set up an in-person meeting to discuss your options.

If you do NOT wish to stay in the class, you should withdraw yourself from the class by the “W” withdrawal date. When you withdraw, your grade for the course will be “W.”

If you do not meet the criteria above, and you do not meet with or withdraw yourself, you will be withdrawn and receive a “WF” grade for the course.

If you have an emergency that forces you to miss classes, let me know as soon as possible. For questions regarding emergency extended absences, contact the Clearwater Campus Associate Provost: Mr. Matt Bowen; Telephone: (727) 791-2492. The college-wide attendance policy is included in the Syllabus Addendum: https://go.spcollege.edu/Addendum/

***If you need to speak with me individually, contact me to set up a time to meet. I want to work with you to overcome any difficulties. You CAN succeed in this course! ***
EXPECTATIONS & POLICIES

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.

I will work hard to help you learn and succeed. I will be fair and consistent in my grading policies and to give you feedback to help you recognize your weaknesses and build on your strengths. Above all, I will treat you with respect.

Arriving to class on time: Arrive to class on time. If you are late, you will miss important information and activities. Being late three times = one absence.

Submitting work on time: You are responsible for submitting your work on time. Acceptance of late assignments is at the discretion of the instructor. Assignments that have no purpose after the due date (for example, posting a topic for a class discussion that has already happened) or assignments whose answers were discussed in class will NOT be accepted after the due date. Other assignments are not guaranteed to be accepted. Late assignments receive a maximum of 70% of the points you would have earned if it had been turned in on time. Therefore, the maximum grade for a late assignment is a C.

Writing style for emails, discussion posts, and other writing assignments: Please use standard academic English for all writing assignments, even discussion posts and emails. In other words, use proper capitalization, spelling, punctuation, word choice and sentence structure. You may lose points for using overly casual or sloppy writing style.

Classroom behavior: Show respect to your instructor and your fellow students when you are in class. Do not talk over other students or make fun of them. Do not disrupt class activities or lectures. During quizzes, tests, and speeches, allow other students finish without interruption. Do not disturb class by texting or playing with your phone. Do not disrupt class by holding side conversations during class lectures or discussions.

If you have questions about your individual grades, email me or call and leave a message. Individual grade questions will not be answered in class. I am glad to answer you if you email me or call me with your questions. You can also set an appointment to talk in person.

It is NOT acceptable to disrupt class or interfere with another student’s learning experience in any way. If you violate this policy, you must meet with me individually to work out a solution. If we cannot reach a solution together, and/or you do not stop the unacceptable behavior, you will be referred to the Associate Provost to discuss your inappropriate behavior.
ACADEMIC HONESTY & INTEGRITY

You must follow SPC’s academic integrity policy.

Here are some important points that often cause problems for students:

- **You must not** work with other students on assignments for class unless I tell you that it is a pair or group assignment.
- **You must not** talk or share information during quizzes and exams in class. If you talk or otherwise communicate with others during a quiz or exam, you will receive an automatic zero on that quiz or exam.
- **You must not** use information from sources (websites, books, videos, other students, or any other source) unless the assignment states that sources are allowed. Any source must be approved by the instructor. Any source must be cited appropriately. Appropriate citation includes using quotation marks around any directly quoted material (copied text) from any source other than your own mind.
- **You must not** reuse your own work from other classes from the current semester or a previous semester. In other words, you may not submit an assignment or any part of an assignment in this class which you submitted in a previous class. If you want to use information from a previous piece of your own work, you must first ask for my approval.

If you violate the academic integrity policy in any way, your actions will be formally reported to SPC’s Academic Integrity Incident database. If it is your first violation, the sanction is decided by the instructor. For a minor incident, you might receive a zero for the assignment be asked to redo the assignment with a point deduction. For a major incident, you could fail the entire course. If it is your second violation (or more), a committee made up of a chairperson, two faculty members, and two students will decide your sanctions at a formal hearing. These sanctions may include suspension.

**Turnitin Originality Reports**: You will submit your essays to Turnitin dropboxes. Turnitin is a program that will check your writing against other students and other websites. Then it will generate a report about how much of your essay came from different places. If you wish to have your essays checked for originality in a different way, let me know during the first week of class. Otherwise, your essays will go through Turnitin.
**Grading**

**In order to pass this course, you must earn a minimum final grade of 70% C.**

90-100% = A  
80-89% = B  
70-79% = C  
69% or lower = F

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**EAP Course Sequence**

<table>
<thead>
<tr>
<th>Level</th>
<th>Reading/Writing/Grammar</th>
<th>Listening/Speaking</th>
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</thead>
<tbody>
<tr>
<td>Basic I</td>
<td>EAP 0295 (9 credits)</td>
<td>EAP 0200 (3 credits)</td>
</tr>
<tr>
<td>Basic II</td>
<td>EAP 0395 (9 credits)</td>
<td>EAP 0300 (3 credits)</td>
</tr>
<tr>
<td>Intermediate</td>
<td>EAP 0495 (9 credits)</td>
<td>EAP 0400 (3 credits)</td>
</tr>
<tr>
<td>Advanced I</td>
<td>EAP 1595 (9 credits)</td>
<td>EAP 1500 (3 credits)</td>
</tr>
<tr>
<td>Advanced II</td>
<td>EAP 1695 (9 credits)</td>
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**Student Survey of Instruction**

The student survey of instruction gives you the opportunity 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.

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**Academic Department**

Dean: Joe Leopold  
Office location: LA 101 Clearwater campus  
Office phone: (727) 341-3719  

Academic Chair: Dr. Shirley Oakley  
Office location: LA 101 Clearwater campus  
Office phone: (727) 791-5904

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**Student Success & College Policies**

See the syllabus addendum for more information about college policies:  
http://www.spcollege.edu/addendum.
<table>
<thead>
<tr>
<th>Week</th>
<th>Topics</th>
<th>Grammar</th>
<th>Writing</th>
<th>Reading</th>
<th>Research</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Welcome! Introduction to the course Diagnostics</td>
<td>Sentence structure</td>
<td>Sentence Paragraph Essay</td>
<td>Reading LIKE A BOSS</td>
<td>What is a source?</td>
</tr>
<tr>
<td>2</td>
<td>Academic &amp; Professional Writing C&amp;C Ch. 1: Websurfing in the Workplace</td>
<td>Folse Unit 1: Noun Phrases</td>
<td>Professional emails</td>
<td>C&amp;C: Outlining, p. 31 C&amp;C: Outline example, p. 211 Note-taking Author &amp; Audience Medium: “How to Email Your Prof…”</td>
<td>Academic Integrity Policy Investigating a source</td>
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<td>3</td>
<td>Begin reading our novel (the novel changes from semester to semester)</td>
<td>Folse Unit 2: Verbs - Simple Past</td>
<td>Academic essays</td>
<td>C&amp;C: Effective Paraphrasing and Summarizing, p. 42 C&amp;C: Summary example, p. 211 C&amp;C: “Wipeout…”</td>
<td>Evaluating sources</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>Folse Unit 3: Verbs - Present Perfect</td>
<td></td>
<td>C&amp;C: Purpose, Tone, &amp; Bias, p. 18 C&amp;C: “Why Wasting Time…”</td>
<td>C&amp;C: Sorting Sources, p. 9</td>
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<tr>
<td>5</td>
<td>C&amp;C Ch. 2: Sports Doping</td>
<td>Folse Unit 4: Word Forms</td>
<td>Project 1 due Main ideas vs. Details C&amp;C: “The ABCs of HGH”</td>
<td></td>
<td>C&amp;C: Paraphrasing Tips, p. 64</td>
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<tr>
<td>6</td>
<td></td>
<td></td>
<td>Research essays C&amp;C: Sample Student Essay C&amp;C: Detecting Biases C&amp;C: “The BALCO Case: Conte Changes Tune…”</td>
<td>Integrating source information C&amp;C: Sample Integration, p. 216</td>
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<tr>
<td>7</td>
<td>Midterm exams</td>
<td></td>
<td></td>
<td></td>
<td>Article TBA</td>
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<tr>
<td>8</td>
<td>Midterm exams continued</td>
<td>Folse Unit 5: Prepositions</td>
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<td>Spring Break -- NO CLASS</td>
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<td>9</td>
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<tr>
<td>10</td>
<td>C&amp;C Ch. 3: Genetically Modified Food</td>
<td>Folse Unit 6: Modals</td>
<td>Project 2 due C&amp;C: “Have You Eaten…?”</td>
<td></td>
<td>Credibility of a source</td>
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<td>11</td>
<td></td>
<td>Folse Unit 7: Gerunds &amp; Infinitives</td>
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<td>Article TBA</td>
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<tr>
<td>12</td>
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<td>Folse Unit 8: Passive Voice</td>
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<td>Article TBA</td>
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<tr>
<td>13</td>
<td></td>
<td>Folse Unit 9: Participial Adjectives</td>
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<td>Article TBA</td>
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<tr>
<td>14</td>
<td></td>
<td>Grammar review</td>
<td></td>
<td></td>
<td>Article TBA</td>
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<tr>
<td>15</td>
<td>Final exams</td>
<td></td>
<td>Project 3 due</td>
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<tr>
<td>Exam Week</td>
<td>Final exams continued</td>
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*See the homework list in MyCourses for due dates.*

*Note: Topics and dates may change based on the needs of each class.*