

Monterey Peninsula College
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ENSL 345: High Intermediate Speaking & Listening

Advisories: ENSL 330/430 or ENSL 332/432

Classroom: HU 105

Class Hours: Tuesday & Thursday, 1:40-3:00PM

Credit/No-Credit only: 3.0 units

Repeatability: May be repeated once for insufficient grade (NC or W)

Required Materials:

- ☞ **Up Close 4** by Chamot et al., Thomson Heinle, 2002
- ☞ **Up Close 4 Workbook**
- ☞ **Three-ring binder** for vocabulary and class notes
- ☞ **English-English Dictionary**

Course Description

The successful student in this course will increase his/her active English vocabulary as well as listening comprehension and speaking fluency and, thereby, his/her confidence and ability to use the language correctly in common situations. The topics for discussion purposely encourage cross-cultural awareness. **Participation** in pair and group activities is required. Students have a CD to accompany the book. All the lessons will be completed at the rate of approximately one lesson every 2-3 class meetings. Workbook exercises must be completed for each lesson and additional short written and oral assignments, as well as periodic listening logs, are required. ESL Computer Lab use outside of class time is required, particularly for practice with the American Speech Sounds program.

Attendance

Regular, punctual attendance is required and is absolutely necessary for success in this course. Missing more than 10 minutes of class (arriving late/leaving early) will be considered an absence. In addition: **Three absences may result in no-credit or being dropped from the course.** Students who must miss a class should contact the instructor before the class meeting time (by email or voice mail as noted above) and are reminded that they are entitled to the services of the campus Health Center. If a written assignment is due the day of the absence, the student must submit it (email accepted) within 24 hours* for a possible maximum of 50% credit.

Grading

An average of 70% or more at the end of the course is required to receive 3.0 units.

25% = homework (*Late homework is NOT accepted for full credit);

class participation (Fluency improvement and volunteerism are paramount.)

25% = unit quizzes (There are **NO make-up quizzes.**)

25% = midterm exam

25% = final exam (***A passing grade of 70% or more is required to receive course credit.***)

Both the midterm and final exams include an oral component. Credit is given for completion of the ESL lab requirement portion of the course at the end of the semester.

THE USE IN THE CLASSROOM OF CELLPHONES, IPODS or similar devices IS STRICTLY PROHIBITED. A student who uses a cell phone in the classroom can expect to be asked to leave immediately and to be counted as absent for that day.

Students with special needs (physical or perceptual) should inform the instructor the first week of class.

The following are excerpts* from the MPC Catalog:

Attendance:

“Regular attendance and consistent study are student responsibilities. A college student is expected to attend all class meetings. Failure to attend class may result in a lower grade or being dropped from class....When the student has been absent or expects to be absent from a class, he/she should notify the instructor of the reason for the absence....the instructor may drop students from class for failing to meet ***academic and attendance requirements.***” *Therefore, read the course description very carefully to be clear about your responsibilities as a student.*

Plagiarism:

It is important for students to acknowledge sources that are used for completing classroom assignments. Plagiarism is a form of academic dishonesty.

Plagiarism may be any one of the following:

1. Verbatim copying without proper documentation of the source(s).
2. Paraphrasing without proper documentation of the source(s).
3. Unacknowledged appropriation of information or ideas from someone else.

If students have any questions about these forms of plagiarism or about an assignment they are preparing, they should ask their instructor for clarification rather than risk unintentional plagiarism.

Cheating:

Academic honesty is a cornerstone of the educational community; therefore, students are expected to understand the standards of academic honesty as they pertain to students' behavior in the classroom...

Cheating may be any one of the following:

1. Unauthorized looking at or procuring information from any unauthorized sources or from another student's work during an examination or from any work that will be graded or given points.
2. Unauthorized acquiring, reading or learning of test questions prior to the testing date and time.
3. Changing any portion of a returned graded test or report and resubmitting it as an original work to be regarded.
4. Presenting the work of another as one's own for a grade or points.
5. Knowingly assisting another student in cheating.

This list is not all-inclusive and the list itself is not meant to limit the definition of cheating to just those items mentioned.

Consequences:

The disciplinary action for cheating or plagiarism is up to the discretion of the instructor. The instructor may select one or more of the following options:

1. Issue an oral or written notification and warn the student that further acts of this sort will result in additional disciplinary action.
2. Issue an “NC” or a failing grade (“F”) or “0” for the assignment in question.
3. Drop the student from the class and assign a withdrawal (“W”) for the class up to the last day to withdraw from the semester length courses. Students dropped after the stated withdrawal date will be assigned a failing (“F”) grade for the class, pursuant to the uniform grading policy.
4. Refer the student to the Vice President for Student Services for disciplinary action.

*Complete descriptions of all policies are in the MPC Catalog, readily available on campus.

Emergency Instructions:

Procedures related to emergencies, such as an earthquake, are posted next to the classroom door and all students are advised to read them and to be aware of the regulations that apply. If in doubt and an emergency occurs, dial 911 and give authorities clear directions of the location on campus.