Syllabus (tentative and subject to change)

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Office: Old Main 201 (Tuesday 12-1, Friday 9-10, or by appointment)

Catalog Description:
This course focuses on comprehension of academic and popular-media texts including textbook readings, articles from newspapers, magazines, and web pages. Awareness of discourse organization and development of academic vocabulary are emphasized.

<table>
<thead>
<tr>
<th>Course Goals</th>
<th>Expected Learning Objectives</th>
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<tbody>
<tr>
<td>Students will improve their reading comprehension and understanding of assigned texts.</td>
<td>□ Identifying main ideas and supporting details in outline or other visual form □ Summarizing main ideas in writing □ Answering questions about content</td>
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<td>Students will increase awareness of common discourse organization and patterns found in authentic texts.</td>
<td>□ Identifying discourse patterns</td>
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<td>Students will learn techniques for visually representing organization and content of text.</td>
<td>□ Creating conventional graphic organizers such as tree diagrams, T-charts, timelines, etc.</td>
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<tr>
<td>Students will build academic vocabulary.</td>
<td>□ Using the target words in context □ Answering questions using the target words □ Learning associated synonyms for vocabulary words</td>
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Important Dates
August 27th, Tuesday: First day of class
September 2nd, Monday: Labor Day (no class)
October 18th, Friday, Fall Break (no class)
November 27-29th: Thanksgiving Holiday (no classes)
December 6, Friday: Last day of class
December 9-13th: Monday-Friday (Final Exams)

Assignments and Grading:
Reading Tests (50%)
You will have 4 tests this semester. Once every two weeks. The tests will focus on reading comprehension and skills we learn in class.
Vocabulary Quizzes (25%)
You will have 12 quizzes this semester. They will occur each Friday (except the first Friday). If you take every quiz, I will drop your lowest quiz score. The quizzes will focus on the vocabulary that we learned that week.
Extensive Reading (25%)
During the semester you are expected to regular read in English outside of class. Some weeks you will read a book from the IELI library or another short novel (approved by your teacher). You
will then write a summary of the book or have another type of reading response assignment. On the weeks that you write a summary of the book, you will have the opportunity to briefly share what you read (no spoilers!) with your classmates at the end of the week in a form of a book club.

**Grading Scale:**
According to IELI grading policy any grade below C- is a failing grade

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Grade</th>
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<tbody>
<tr>
<td>100 – 93%</td>
<td>A</td>
</tr>
<tr>
<td>92 - 90%</td>
<td>A-</td>
</tr>
<tr>
<td>89 - 88%</td>
<td>B+</td>
</tr>
<tr>
<td>87 – 83%</td>
<td>B</td>
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<tr>
<td>82 - 80%</td>
<td>B-</td>
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<tr>
<td>79 – 78%</td>
<td>C+</td>
</tr>
<tr>
<td>77 – 73%</td>
<td>C</td>
</tr>
<tr>
<td>69 – 67%</td>
<td>D+</td>
</tr>
<tr>
<td>66 – 60%</td>
<td>D</td>
</tr>
<tr>
<td>Below 60%</td>
<td>F</td>
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**Electronic devices and dictionaries:**
You are allowed to use your devices during class only when the instructor asks you to. You will not be allowed any electronic devices (smartphones, tablets, laptops, translators, etc.) or dictionaries of any kind during any test or quizzes.

**Canvas Instructure:**
During this course we will use Canvas Instructure as our on-line class component. Canvas is Utah State University’s Learning Management System that helps us deliver class content online. You will be able to access your up-to-date grades as well as access additional information and materials (like this syllabus). We will have an in-class instruction on how to use Canvas. You will need your A# and password set up to access this service.

**Make up work and assignments:**
- If you cannot come to class, it is up to you to find out what you missed.
- If you miss class, you will not be able to make up the assignments for that day as they are all discussion-based activities.
- All the materials covered in class will be available on Canvas.
- I post an announcement in Canvas summarizing what we did each day. Even if you cannot make up the missed discussion, I encourage you to review the materials so that you are prepared for the next class.
- In addition, you can always ask your classmates and/or the teacher about the topic that was covered in class.
- If you are going to miss a presentation, quiz, or a test, talk to me to schedule a make-up within two days of your absence. This option is open ONLY to those who informed the teacher of their absence in advance. In case of NO CALL – NO SHOW, the student will NOT BE ALLOWED TO MAKE UP the missed test or presentation.

**Participation:**
Your participation in class is crucial (extremely important) for your learning. If you don’t participate, you won’t learn. Such is the nature of language learning and my classes are designed with that in mind. Each day you are in class, you are expected to participate. There are several ways you can participate. Here are some examples:
- Ask your teacher and classmates’ questions
- Answer your teacher’s questions
- Give thoughtful answers to your classmates’ questions
- Share your view and opinions in class, groups, and partner activities
- Engage in the activities assigned by the teacher
In addition, there are several activities that may prevent you from learning and disrupt others in class. These activities will lower your participation points and overall grade:

- Not coming to class (even for a good reason – if you’re not there, you’re not learning)
- Coming late to class – if you are more than 10 minutes late to class, or if you leave class for more than 10 minutes at any point of the class, you will be marked absent for that day and will not be able to make up the work you missed
- Sleeping in class
- Sitting quietly or not contributing much during class, group, and pair activities
- Daydreaming for too long (I allow some daydreaming in my class, we all need a mental break from time to time)
- Engaging in activities other than those assigned in class, i.e. checking your social media (like Twitter, Instagram, Facebook, etc.), checking sporting event scores, reading news in your own language, texting, etc.
- Distracting other students repetitively by off-topic conversation, inappropriate behavior, jokes, etc.

IELI and USU Attendance Policy

Learning a language requires that you actively attend and participate in your classes. If you do not regularly attend classes, you may miss important information and fail the class, not progressing to the next level in the IELI program. Attendance is not only important for learning but essential for international students on an F-1 or J-1 visa to maintain their legal immigration status. IELI works closely with the office of Global Engagement to ensure that our students maintain their immigration status and will report students who regularly miss class. Consequently, the following attendance policy will be enforced.

Missing consecutive classes
If a student misses 7 consecutive classes for any one class without contacting the instructor and providing valid proof of absence (e.g. a medical excuse from a doctor), their immigration status will be terminated, and they will be sent home.

Total classes
If a student misses 7 total class hours for any one class or 22 total class hours in any one semester, their immigration status will be terminated, and they will be sent home.

USU policy- excused absences
According to the USU policy, a student may not miss more than 20% of any class even if it is excused. This means that you cannot miss more than 9 classes for any one class, even if some of the absences are excused. If a student’s total absences (excused and unexcused) for any class exceeds 9, their immigration status will be terminated, and they will be sent home.

Warnings
Students will get at least three warnings before their immigration status is terminated. It is the student’s responsibility to provide a current e-mail address to IELI and the office of Global Engagement and check their e-mail regularly. If a student’s immigration status is terminated, they will be given 15 days to leave the U.S.

Grading
The grades you get for each class are based on the work you do for that class. Attendance and effort are important factors for successful learning but do not directly affect your grade. It is
important for you to do your best on all your in-class and at home activities as they will be graded on how well you complete these activities. Successful completion of these activities will help you gain the knowledge and skills you need to meet learning objectives for each course.

**Progressing to the next level**
You must receive a grade of C- or better in any IELI class in order to pass that class and move to the next level of that class. Students who receive lower than a C- are required to repeat the class until they receive a passing grade. If you are not passing a class at mid-term you will be re-registered for the class until final grades are posted. If your final grade shows that you passed the class, you will be moved up into the next level or the class will be dropped.

If you want to check on how well you met the learning objectives for each class, there are two ways to do so: 1) you can get a copy of the student achievement form from the IELI staff assistants or 2) you can access your grade on the USU website and then compare the grade to the Grade Descriptions on the IELI website (Current Students -> Academics-> Grade Descriptions).

**In-term evaluations**
Your professors will inform you, in writing, of your grade twice during the semester. For the midterm evaluation, IELI faculty assign a letter grade to students in each of their classes. If you are doing work at a level lower than C in any of your classes, your professor will meet with you to discuss what you will need to do to pass the class.

**Academic Honesty/Integrity**
You are expected to follow USU Academic Honesty/Integrity Policy, which forbids cheating, falsification, and plagiarism. To learn about the Policy go to [http://catalog.usu.edu/content.php?catoid=4&navoid=547](http://catalog.usu.edu/content.php?catoid=4&navoid=547). If you are caught committing any of the described violations, you will first receive a warning from your teacher and a record of it will be put in your file. You will also be asked to complete additional assignments for the class. If you violate this policy for the second time, you will be subject to the disciplinary actions described in Section 3 of the Academic Honesty/Integrity.

**Students with Disabilities:**
The Americans with Disabilities Act states: "Reasonable accommodation will be provided for all persons with disabilities in order to ensure equal participation within the program. If a student has a disability that will likely require some accommodation by the instructor, the student must contact the instructor and document the disability through the Disability Resource Center (797-2444), preferably during the first week of the course. Any request for special consideration relating to attendance, pedagogy, taking of examinations, etc., must be discussed with and approved by the instructor. In cooperation with the Disability Resource Center, course materials can be provided in alternative format, large print, audio, diskette, or Braille."