



## English as a Second Language SYLLABUS

**Course:** English as a Second Language

**Instructor:** Kay Jones, A.A., B.A., M.S.

**Websites:** <http://www.socc.edu>, <http://www.imagenomads.com>, <http://www.k4teens.info>

**E-mails:** [kjones@socc.edu](mailto:kjones@socc.edu), [kay@imagenomads.com](mailto:kay@imagenomads.com), [kay@k4teens.info](mailto:kay@k4teens.info)

**Year and Term:** Winter 2009      **Course Credits:** Non-credit, non-graded

**Meeting day/time/location:** Curry Campus in Brookings, Saturdays 9:00 - Noon

### Course Description:

This course is designed for students whose first language is other than English. The whole language approach to English will be taught rather than instruction about the English language. The student will comprehend English spoken orally and in writing and write English at a level that will enable him/her to make progress toward personal, family, occupational (work), and community goals.

Note: Margaret Mart, an RSVP volunteer, will assist the Instructor in this class.

### Course Goals and Objectives:

- Communicate personal demographic information (name, address, phone number ... ) orally and in writing.
- Participate in social conversations in the classroom, at work, and in the community.
- Communicate orally and in writing with school personnel.
- Identify and use currency (money) correctly.
- Write a check.
- Understand common utility bills and bank statements.
- Ask for location of items in a store.
- Identify foods.
- Order food in a restaurant.
- Take an order for food in a restaurant.
- Identify clothing items.
- Exchange items bought at a store.
- Read and understand labels on food, clothes, medication.
- Call/ask for help in an emergency.
- Make personal appointments by phone.
- Explain health problems to medical staff.
- Follow and give directions.
- Demonstrate a recipe.
- Understand help wanted ads in newspaper.
- Complete a job application.
- Complete an accident report.
- Participate in a mock job interview.
- Use various verb tenses to ask and answer questions, describe, compare, classify, express opinions, agree, disagree, and make suggestions.
- Share cultural experiences with peers and compare/contrast these to American culture.

**Grading:** This is a non-graded course. Attendance will be recorded and the number of hours that you attended this course will be documented on a certificate of attendance. Your attendance, oral participation, and written classwork will be used as a basis for me to write a reference letter for you, if you request it.

**Text:** There is no text required for this course. You may want to purchase some instructional materials for independent study from our Student First Stop Center.

**Term Calendar:**

A calendar of weekly topics will be given and reviewed with this syllabus.

**Policies and Procedures:**

If you must miss a class, please call the office to report your absence (469-5017) just as if you were calling in to miss a day at work. Ask the person who answers the phone to please leave a note in my mailbox regarding your absence.

Cell phones: Please silence them and only use them in case of emergencies.

Per SOCC policy: Do not bring children, pets, or guests to class without permission from the Instructor and the Dean.

**Disability Accommodation Statement:** SOCC recognizes the contribution that a diverse student body brings to the educational experience. If you are a student with a disability or think you may have a disability, contact an advisor. If you received special education services in high school, you may be eligible for accommodations per the Americans with Disabilities Act (ADA).

**ACADEMIC PLAGIARISM AND CHEATING**

Academic Dishonesty/Plagiarism and Cheating: The policy of the Board of Education of Southwestern Oregon Community College on Student Rights, Student Code of Conduct, and Student Grievance Procedure outlines penalties ranging from admonition through expulsion for violations including plagiarism and academic cheating. In the policy academic plagiarism is defined as: “The intentional submission for evaluation to a college instructor or administrator of material based, in significant part, on work done by someone other than the submitter without reasonable written indication to the evaluator of the material’s true source.” Academic cheating is defined as “The intentional submission for evaluation to a college instructor or administrator of material based, in part, on a source or sources forbidden by generally accepted standards or by regulation established by the evaluator and disclosed in a reasonable manner.” The complete policy, penalties, and recourse through the Grievance Procedure can be found in the Student Handbook.

**DISCRIMINATION/HARASSMENT POLICY**

It is the policy of Southwestern Oregon Community College Board of Education that there will be no discrimination or harassment on the grounds of race, color, gender, marital status, sexual orientation, religion, national origin, age, political affiliation, parental status, veteran status or disability in any educational programs, activities or employment. Persons having questions about equal opportunity and nondiscrimination should contact a student advisor or the Dean.

**Other Information:** See SOCC Student Handbook or visit website, <http://www.socc.edu>.