

Western Nevada College – Carson Campus
Conversation for English Language Learners
Course: COM 103B Section: C01

Days:	Tues/Thurs	Instructor:	Shelly M. Bale, M.A.
Times:	7:00pm- 8:15pm	Phone:	445-3241
Room:	Cedar Bldg / Room 316	Email:	smbale@wnc.edu
Semester:	August 26 th – December 11th	Materials:	English Dictionary, Folder, Paper, Pencil

Course Description:

A 3 credit conversation and pronunciation course for intermediate to advanced English language learners that will improve their overall fluency by learning how to organize their thoughts and improve pronunciation if necessary. Course covers a variety of discussion topics, emphasizing fluency and accuracy of spoken English. This course is appropriate for English language learners who have difficulty communicating their thoughts quickly and clearly.

Activities:

You will practice different styles of communication as a class, with a partner, or in small groups. There will be homework, vocabulary quizzes, a midterm project, a final project and some out of class activities. We will choose topics from the broad theme of "happiness".

Course Objectives:

- a. Produce increasingly fluent speech in English on a variety of topics
- b. Demonstrate awareness and improvement in pronunciation
- c. Demonstrate knowledge of new vocabulary
- d. Demonstrate ability to describe, explain, express opinions, agree/disagree, tell a story
- e. Gain confidence to use English outside of the classroom

WNC English Department Mission Statement:

"The ability to effectively express opinions, share important experiences and otherwise communicate information with their peers, ensures that students can fully participate in their field of study, in professional settings, and in the larger culture around them. These abilities are also likely to aid students in professional advancement. Overall, the study of English will help students grow in their ability to meaningfully communicate their ideas, their experiences, and their knowledge. It will also enhance their capacity to understand and respond to the communication of others."

ADA Statement:

Any student who feels that he or she may need help because of a disability (physical or learning) can contact me privately to discuss your specific needs. You will also need to contact the Disability Support Services Office at (775) 445-3266 in the Bristlecone Building, Rm 103, located on the Carson campus.

FALL SCHEDULE (subject to change)

**** I will give you homework assignments on a separate piece of paper****

Week 1

T Aug 26 Introduction
Th Aug 28 Conversation Activity

Week 2

Topic: _____
T Sept 2 Conversation Activity
Th Sept 4* Quiz 1

Week 3

Topic: _____
T Sept 9 Conversation Activity
Th Sept 11 Conversation Activity

Week 4

Topic: _____
T Sept 16 Conversation Activity
Th Sept 18* Quiz 2

****Latino Club Talent Show – Friday September 19th****

Week 5

Topic: _____
T Sept 23 Conversation Activity
Th Sept 25 Special Event – Lecture - "Golden Gate Bridge- Jump Survivor"
Marlette Hall – Cedar Building

Week 6

Topic: _____
T Sept 30 Class Discussion
Th Oct 2* Quiz 3

Week 7

Topic: _____
T Oct 7 Conversation Activity
Th Oct 9* Project #1

**** WNC LATINO COMMUNITY DAY, SATURDAY OCTOBER 11th ****

Week 8

Topic: _____
T Oct 14 Conversation Activity
Th Oct 16* Quiz 4

FALL SCHEDULE (subject to change)

****I will give you homework assignments on a separate piece of paper****

Week 9 Topic: _____
T Oct 21 Conversation Activity
Th Oct 23 Conversation Activity

Week 10 Topic: _____
T Oct 28 Conversation Activity
Th Oct 30* Quiz 5

Week 11 Topic: _____
T Nov 4 Conversation Activity
Th Nov 6 Conversation Activity

Week 12 Topic: _____
T Nov 11 Conversation Activity
Th Nov 13* Quiz 6

Week 13 Topic: _____
T Nov 18 Conversation Activity
Th Nov 20 Conversation Activity

Week 14 Topic: _____
T Nov 25* Quiz 7
Th Nov 27 Thanksgiving Holiday – NO CLASS

Week 15 Topic: _____
T Dec 2 Conversation Activity
Th Dec 4* Project #2

Week 16 Topic: _____
T Dec 9* Quiz 8
Th Dec 11 Activity to be announced - Class Decision

LAST DAY OF CLASS – DECEMBER 11th

KEEP TRACK OF YOUR ASSIGNMENT POINTS HERE

Name _____ Course: _____ COM 103B

QUIZZES

HOMEWORK

Date	Points	Date	Points
1. 9/04/08		1.	
2. 9/18/08		2.	
3. 10/02/08		3.	
4. 10/16/08		4.	
5. 10/30/08		5.	
6. 11/13/08		6.	
7. 11/25/08		7.	
8. 12/09/08		8.	

Quizzes TOTAL _____/320

Homework TOTAL _____/160

Project #1: Due 10/09/08

Project #2: Due 12/04/08

Points: _____/100

Points: _____/100

Absences & arriving late:

Subtract 10 pts for each absence after the 2nd absence

Subtract 5 pts for each late arrival of 5-15 minutes

Points: _____ / 320 (Attendance & Participation)

RECORD YOUR TOTALS ON PAGE 5

GRADING: 1000 points (+ 50 possible extra credit points)

*The Instructor has the right to make changes as necessary

*Please record your assignments and points on page 4. Your total should be recorded here.

TASKS	Quantity & Points	Total Points	Percent of total points	GRADE
Attendance (Punctuality & Participation)	32 classes x 10 pts per class	/320	32%	
Project #1	1 x 100 pts	/100	10%	
Project #2	1 x 100 pts	/100	10%	
Preparation Homework	8 x 20 pts	/160	16%	
Vocabulary Quizzes	8 x 40 pts	/320	32%	
Final Points Before Extra Credit	Add all points from "total point" column	/1000	100%	
*EXTRA CREDIT	1 x 50 pts	/50	5%	
Final Points After Extra Credit **	FINAL TOTAL	/1050	105%	
			Your grade=	

% Percent = Grade

105-96 = A	95-90 = A-	
89-86 = B+	85-83 = B	82-80 = B-
79-78 = C+	77-75 = C	74-72 = C-
71-69 = D	68-65 = D-	64 - = F

*Extra credit available only if 90% of work is finished by Nov 30th

**** IMPORTANT ITEMS TO REMEMBER ****

Item 1: **Absences and being late...**

WNC states that if you miss a total of 3 classes, (or are marked absent because you have often arrived *very* late -over 15 minutes) the instructor has the right to withdraw/drop you from the class. This means that you will lose your 3 credits and waste the money you have paid. A "W" will appear on your transcript. Please see me if you have questions about this. It is up to the student to be responsible.

Item 2: **To be a successful college student...**

Demonstrate responsibility & respect for your classmates and me by coming to class *prepared* to do the work. Also, it is equally important to contact me via **email: smbale@wnc.edu or phone # 445-3241** when you are going to miss a class, or will be late to class. I believe it is **extremely disruptive** to the class to be late. Please discuss with me any concerns you have about your schedule. Please do all of your assignments and keep track of due dates and grades. Use your syllabus and ask me for help when needed.

Item 3: **If you are absent on the day of a quiz, you cannot make it up- unless:**

You talk to me at least 24 hours prior to make special arrangements. THIS CAN HAPPEN ONLY ONCE!

Item 4: **Having a respectful classroom environment is important to the learning process.**

Disruptive behavior is not acceptable. Please read my definition of disruptive students: Students who are habitually late. Students who do not turn off their cell phones. Students who leave the classroom during activities. Students who talk while the teacher is giving explanations. Students who make negative comments, engage in inappropriate laughter toward other students and the instructor. After the first time, I will not hesitate to ask disruptive students to leave the classroom.

Item 4: **Attendance means Punctuality & Participation = 10 Points per day!** = 32% of grade

If you are here on time, fully participating you will earn 10 points for the day. Remember, to participate you must come to class prepared.

If you are 5 - 15 minutes late you will earn 5 P&P points for the day (unless you call me in advance).

If you are more than 15 minutes late, you will earn 0 points and be marked absent ******(especially if there is no phone call/email AND after the 2nd occurrence)******. This can seriously affect your grade.

******If you are habitually late, even if you call me, you will not earn full points after the 2nd time******.

Item 5: **Extra Credit Points will be given on the condition that....**

90% of assignments have been completed by end of semester. For this class, extra credit is not a substitute for other assignments. It is a way to help your grade if you did not do well on a particular assignment or exam. Doing extra credit demonstrates your effort to improve. Only ONE extra credit assignment will be possible.

Please talk with me about any of these items if you have concerns!