EAP 0495 (Intermediate ESL)

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INSTRUCTOR

Melanie Paden  
Click my name to access my instructor page.

Hello and welcome to EAP 0495! I am looking forward to working with each of you as you move closer toward your academic and professional goals.

Contact me by email or phone, visit me in my office, or come to study hall:

Email  
Please email me through MyCourses. If it’s not working, email paden.melanie@spcollege.edu.

If the posted times do not work for you, call or email me so we can work out a good time to meet.

My office  
LA 127 – Office hours posted on door & in course page 727-791-2443 – If I’m not in, please leave a message. 😊

Study hall in the Writing Studio  
Inside the Clearwater campus library 727-791-5994
Every week, I will hold study hall hours outside of class time so you can complete your homework on campus with me.
LEARNING RESOURCES
http://spcollege.libguides.com/tutoring
https://www.facebook.com/SPCwritingstudio

Writing workshops
www.spcollege.libguides.com/CLworkshops
These free workshops are open to any SPC student! They cover many topics, including grammar, comma usage, sentence structure, paragraph development, and essay structure. The first part is usually a short lesson, and the second half includes practice and discussion. The writing/grammar workshops are located in the Clearwater campus library. Check in at the reference desk inside the library to find out exact locations.

Tutoring
www.spcollege.libguides.com/CLschedule.
Sit down with a friendly tutor for free help with your class work. You can get help with writing and grammar in the Writing Studio inside the Clearwater campus library. You can also find help with math, science, and computer classes over in the Learning Support Commons in LA 100. The tutors are available Monday – Saturday. Check the schedule for details.

Library materials
www.spcollege.edu/libraries
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 right there at the front desk in the Clearwater campus library.

Study spaces
The Clearwater campus library (LI building) and Learning Support Commons (also known as the LSC, located in LA 100) are great places to finish 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 or librarians are there to help you.

Computers, printers, and scanners
You will find many computers available for you in the library or LSC. If you prefer a laptop, you can check one out from the front desk to use in the library. Printing and copying cost 10 cents for black/white and 50 cents for color. The scanner is available for free.
THIS COURSE (EAP 0495 - Intermediate ESL)

This course is designed to improve your English language skills in reading, writing, grammar, and vocabulary. Throughout the semester, you will write academic paragraphs and essays, develop academic reading abilities using texts on contemporary topics as well as a short novel, and use intermediate-level grammatical structures with increased confidence and accuracy. Group interaction, critical thinking skills, and appreciation of cultural differences are incorporated into the instructional techniques. 137 contact hours. (NOTE: Credit for EAP 0495 cannot be used toward graduation.) Prerequisite: EAP 0395 or an appropriate score on the standardized placement test

By successfully completing this course, you will achieve the following major learning outcomes:

1. You will learn the techniques and the importance of pre-reading skills.
2. You will engage in repeated readings of texts for comprehension and oral production.
3. You will learn to use specific context clues to assist in comprehending reading material.
4. You will develop academic reading abilities, including texts on contemporary and literary topics with an emphasis on extensive reading and the enhancement of critical reading skills.
5. You will develop vocabulary-building skills to increase vocabulary through reading.
6. You will use intermediate-level grammatical structures appropriate to classroom discussion, oral presentation and the writing of more sophisticated academic paragraphs with an emphasis on increased accuracy.
7. You will demonstrate improvement in basic sentence construction.
8. You will demonstrate the ability to write more sophisticated, structured academic paragraphs in various rhetorical modes and execute other academic writing tasks.

REQUIRED MATERIALS

COMPUTER

You must have access to a computer with internet connection and speakers. You must be able to regularly access our course page to view assignments, submit work, and communicate with the instructor. Sign in with your student number and password at mycourses.spcollege.edu.

There are computers for you to use in SPC's Learning Support Commons (LA 100) and the library. Therefore, you can’t use “computer problems” as an excuse for not completing assignments. Visit the library or Learning Support Commons in LA 100 for assistance, or call (727) 341-4357 for technical help 7 AM - midnight, seven days a week.

BOOKS

You must have the two required textbooks the first week of class. Please buy NEW textbooks if possible. The best place to buy your books is at the SPC bookstore on the Clearwater campus. If you choose to buy your books online, please order them early enough so that you have them the second week of the semester.


You will also read a novel, which you will borrow and return at the end of the semester. Do not write in the novel. If you do not return the book, you will owe the college for the current price of the book.
**IMPORTANT DATES**

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course dates</td>
<td>Jan 12 - May 8, 2015</td>
</tr>
<tr>
<td>Final exams</td>
<td>May 4 - 7</td>
</tr>
<tr>
<td>Deadline to drop</td>
<td>Jan 16</td>
</tr>
<tr>
<td>“W” Withdrawal date*</td>
<td>March 25</td>
</tr>
<tr>
<td>Grades due</td>
<td>May 8</td>
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</tbody>
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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 withdraw deadlines.

**PARTICIPATION & ATTENDANCE**

In order to succeed in this course, you must attend class, arrive on time, participate in class activities, be present for quizzes and discussions, devote time at home for homework, and submit work when it is due. In other words, you must actively participate in class. For this class, you show evidence of your active participation by grades and attendance.

For grades, you must maintain a course average above 70%. If your grade is below 70% at the “W” withdrawal date, I will contact you to set up a meeting to discuss steps you must take in order to continue in the course.

I will take attendance every day. Please email me before class to let me know if you must be absent. You are responsible for turning in all of your work on time and getting any notes or assignments you miss that day. Late assignments will not be accepted unless arrangements are made beforehand. If you do not contact me and get permission to make up the missed work, you will receive a grade of zero on that work.

If you miss more than three classes before the “W” withdrawal date (see “Important Dates” section above), we must set a time to meet and talk about your progress. If you do not meet with me, you must withdraw from the class before the “W” withdrawal date. If you do not withdraw yourself, you will be dropped from the class and receive a “WF.” If you miss more than four classes by the end of the semester, we must set a time to meet to discuss your progress. You will be required to complete any extra work necessary to get your grade up to at least 70% and make up for your absences. If you refuse to meet, or do not complete the makeup work that we agree on, you will receive an “F” for the course.

If you have an unexpected emergency that causes you to miss more than 4 classes, you must contact the Associate Provost’s office. The Associate Provost’s office will contact the instructor, and an exception to the course attendance policy can be made. Clearwater Campus Associate Provost: Mr. Matt Bowen; Office: AD 105; Telephone: (727) 791-2492.

The college-wide attendance policy is included in the Syllabus Addendum http://www.spcollege.edu/central/asa/addendum.htm

**PUNCTUALITY**

Please arrive to class on time. If you arrive more than 5 minutes late, you will be “tardy.” If you arrive more than 30 minutes late, or leave class early, you will be counted “double tardy.” Each tardy counts for 1/3 of an absence. Each double tardy counts for 1/2 of an absence.
***If you have special circumstances that cause you to be absent, late, or miss assignments, please email me so we can set up a time to meet. I want to work with you to overcome any difficulties, so you can succeed in the course! ***

**EXPECTATIONS**

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. For my part, I will work hard to help you learn and succeed. You can expect me to be prepared, organized, and available. You can also expect me to be fair and consistent in my grading policies and to give you timely feedback to help you recognize your weaknesses and build on your strengths. Above all, you can expect me to treat you with respect.

**About classroom behavior:** Please show respect to your fellow students and me when you are in class. For example, please do not talk over other students or make fun of them. During quizzes and tests, please remain quiet while other students finish. If you have questions about individual grades, email me about it; please don’t use class time for individual grade questions. I will quickly answer you if you email me about it. Also, please do not text or play with your cellphone during class. Thank you!

**About emails, discussion posts, and other writing assignments:** Please use standard academic English for all writing assignments, even discussion posts and emails! By “standard academic English” I mean proper capitalization, spelling, punctuation, word choice and sentence structure.

**GRADING**

*To pass this course, earn a minimum 70% overall grade AND pass the final writing exam.*
EAP COURSE PLAN

Listening & Speaking
0200 Basic
0300 Intermediate I
0400 Intermediate II
1500 Advanced

Reading/Writing/Grammar
0295 Basic I
0395 Basic II
0495 Intermediate
1595 Advanced I
1695 Advanced I

STUDENT SURVEY OF INSTRUCTION
The student survey of instruction is a survey in which you will be able 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.

ACADEMIC DEPARTMENT

Dean: Dr. Martha Campbell
Office Location: LA 187 Clearwater campus
Office Number: (727) 791-2570

Academic Chair: Dr. Shirley Oakley
Office Location: LA 185 Clearwater campus
Office Number: (727) 791-5904

COLLEGE POLICIES
See the syllabus addendum for more information about college policies:
http://www.spcollege.edu/central/asa/addendum.htm