



**COMMUNITY COLLEGE OF SOUTHERN NEVADA
CHEYENNE CAMPUS
FALL 2004**



SYLLABUS

COURSE: **ESL 129** - WRITTEN ENGLISH FOR INTERNATIONAL STUDENTS - 3 credits
SECTION CODE: 44684 (section 001)
CLASSROOM: CY 2206
DAYS & TIME: Tuesdays & Thursdays 9:30 a.m. - 10:50 a.m.
INSTRUCTOR: Stephen G. PERIDORE
OFFICE HOURS: 1) Tuesdays & Thursdays 7:30 a.m. – 8:00 a.m. in CY 2101E
2) Mondays & Wednesdays 9:00 a.m. – 9:30 a.m. & 11:00 a.m. – 12:30 p.m. in CY 2101E
3) or by appointment
TELEPHONE: (702) 651-4969
EMAIL: stephen_peridore@ccsn.nevada.edu
WEBPAGE: <http://www.peridore.com/esl129.html>
TEXTBOOKS: Hogue, A. (1996). First Steps in Academic Writing. White Plains, NY: Addison-Wesley Longman Publishing Company

ADDITIONAL MATERIALS:

- White paper (not spiraled!!)
- folder with pockets (or a 3-ring binder)
- pen and/or pencil
- American English dictionary

WRITING FORMAT: All out-of-class writing assignments are to be TYPED & DOUBLE-SPACED on white sheets of paper. Leave ONE INCH margins on the left, right, top, and bottom of the paper.

COURSE PREREQUISITE: Passing grade in ESL 128 or appropriate score on the ESL placement exam.

COURSE OBJECTIVES: Upon completing this course, students should:

- improve their English grammar usage
- learn the fundamentals of sentence combining and paragraph development
- begin to develop writing skills for academic purposes

ATTENDANCE & PUNCTUALITY: Students are expected to attend EVERY CLASS and to be ON TIME. If you must miss a class due to health or other extenuating circumstances, please leave a message with me at 651-4969 on or before the day of class. Please keep in mind that failure to do so in turn limits your opportunity to participate in classroom discussions and activities, which under such circumstances will adversely affect your course grade in the following manner:

- | | | |
|---------------------------------------|---|----------------------------------|
| • 5-6 unexcused absences | ⇒ | 10% Final Grade Reduction |
| • 7-8 unexcused absences | ⇒ | 20% Final Grade Reduction |
| • 9 or more unexcused absences | ⇒ | F (FAILING GRADE) |

***If you must miss a class due to health or other extenuating circumstances, please leave a message with me at 651-4969 on or before the day of class. Be advised that a WITHDRAWAL (W) will NOT be given to any student who has attended class beyond the SECOND week of the semester. It is the ultimate responsibility of the STUDENT to formally WITHDRAW from this course if he/she does not wish to or cannot finish the course.

EXAMS: There will be SIX exams, each of which will be given after each unit. Unit exams will consist of two parts including a section on grammatical, mechanical, and organizational exercises followed by a written paragraph. Make-up exams WILL NOT be given except under extraordinary circumstances to be determined by the instructor. Thus, failure to take an exam on the day it was originally administered will result in a ZERO for that exam.

PARAGRAPHS: There will be ELEVEN out-of-class written paragraphs, each of which must be typed and double-spaced. All paragraphs are to be placed in folder with pockets and are to be submitted NO LATER than ONE WEEK after they are assigned. Late work will be reduced by 10% per class day after the original due date.

OPEN LAB SCHEDULE: You are encouraged to use our language laboratory (CY 2649) outside of class time to improve your English listening, speaking, reading, and writing skills. In order to use the lab, you will need both a lab card issued by your instructor and a CCSN student picture ID issued by the Student Government Office in CY 1108. The language laboratory is available for your use during the following days & times:

CHEYENNE CAMPUS (CY 2649)

Monday - Thursday 7:30 a.m. - 9:00 p.m.
 Friday - Saturday 9:00 a.m. - 2:00 p.m.
 Sunday 12:00 p.m. - 5:00 p.m.

WEST CHARLESTON CAMPUS

Monday - Thursday 8:30 a.m. - 7:30 p.m.
 Friday 9:00 a.m. - 2:00 p.m.
 Saturday 9:00 a.m. - 1:00 p.m.

GRADE BREAKDOWN

I. Out-of-Class paragraphs (11) **50%**
 II. In-Class Exams (6) **50%**

GRADING SCALE

94 - 100%	=	A	70 - 73%	=	C-
90 - 93%	=	A-	67 - 69%	=	D+
87 - 89%	=	B+	64 - 66%	=	D
84 - 86%	=	B	60 - 63%	=	D-
80 - 83%	=	B-	0 - 59%	=	F
77 - 79%	=	C+	Withdrawal	=	W
74 - 76%	=	C	Audit	=	N

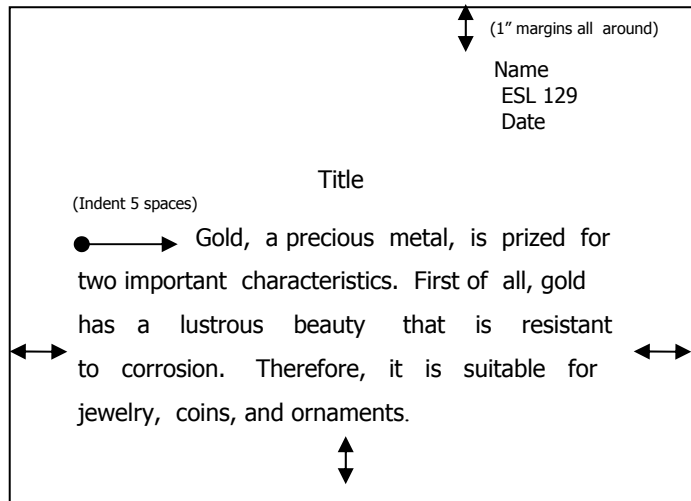
SPECIAL ACCOMMODATIONS: If you have a documented disability that may require assistance, you will need to contact the Disability Resource Center (DRC) for coordination of your academic accommodations. The DRC is located in Student Services on each campuses. For Cheyenne the number is 651-4700, for West Charleston the number is 651-5089 and for Henderson, the number is 651-3086.

ESL CLUB: For more information on the club's *FALL 2004 Schedule of Activities*, please visit our website at: <http://www.peridore.com/eslclub.html>

OFFICE OF RETENTION: College Survival! - Mastery! - Success! - Helping you survive and succeed in college is what Retention is all about. Did you know that CCSN has a wide array of services and programs to help make your experience at CCSN be a successful and rewarding one? The Office of Retention can help you get or stay on the right track. We offer:

- ✓ **Coyote Student Coaches** offer **free tutoring** on a walk-up basis during posted hours in many subjects. Student Coaches are available in the D Lobby at West Charleston, the Student Lounge at Cheyenne and in the C Building at Henderson.
- ✓ **E-ALERT!** is CCSN's academic early warning system. Professors identify students who need help and/or students who are having trouble in their classes may set up an appointment and receive help.
- ✓ **Free Success Planning Appointments** are available. The staff of the Retention Office is committed to helping you succeed at CCSN by sitting down with you, assessing your needs and getting you plugged in to CCSN's many resources. So remember, **STOP! Don't DROP, enROLL!** Call 651-2626!

I. FORMATTING GUIDELINES FOR ALL SUBMITTED PARAGRAPHS - Double-spaced & typed



II. CRITERIA FOR ALL PARAGRAPHS

Paragraph #1 – Classmate's Biography

Content - name, age, city/country of origin, marital status, length of time in US, length of time & reasons for studying English, occupation, hobbies/sports, weekend activities, plans for the future

Paragraph #2 - Autobiography

Content - name, age, city/country of origin, marital status, length of time in US, length of time & reasons for studying English, occupation, hobbies/sports, weekend activities, plans for the future

Paragraph #3 – Family Biography

Content – names, ages, marital status, city/country of residence, occupation, hobbies of your family members.

Paragraph #4 – How to Write a Paragraph

- I. Content - provide a step-by-step *how to* instruction
- II. Grammar -
 - A. Use both the affirmative & negative imperative forms
 - B. Use compound sentences to combine instructions using *and, but, & or* as coordinating conjunctions.
- III. Organization -
 - A. Organize your steps by FIRST writing an outline
 - B. Using TIME/ORDER transition signals, present your instruction in the correct order

Paragraph #5 – How to...

- I. Content - provide step-by-step *how to* instructions on something you know well & do often
- II. Grammar -
 - A. Use both the affirmative & negative imperative forms
 - B. Use compound sentences to combine instructions using *and, but, & or* as coordinating conjunctions.
- III. Organization -
 - A. Organize your steps by FIRST writing an outline
 - B. Using TIME/ORDER transition signals, present your instruction in the correct order

Paragraph #6 – My House / Apartment

- I. Content - describe your house or apartment
- II. Grammar -
 - A. Use adjectives to complete your description
 - B. Use prepositional phrases to describe the location of things in your house or apartment
- III. Organization -
 - A. Organize your thoughts by FIRST writing an outline
 - B. Present your description in spatial-order (left to right)

Paragraph #7 - My Favorite Quiet Spot

- I. Content - describe your favorite quiet place (a place you go for peace & quiet & to think things over)
- II. Grammar -
 - A. Use adjectives to describe your favorite spot
 - B. Use prepositional phrases to describe the location of things in your favorite quiet spot
- III. Organization -
 - A. Organize your thoughts by FIRST writing an outline
 - B. Present your description in spatial-order (top-bottom, left-right, outside-inside, etc.)

Paragraph #8 –An Ideal Boss

- I. Content -
 - A. State at least FIVE qualities a GOOD boss must have
 - B. For each quality you give, provide at least TWO details / examples of that quality.
- II. Grammar -
 - A. Use adjectives & adverbs for your qualities & the detail of those qualities
 - B. Vary your sentence structure by using both SIMPLE & COMPOUND sentences
- III. Organization -
 - A. Organize your thoughts by FIRST writing an outline
 - B. Use LIST/ORDER transition signals to organize your characteristics

Paragraph #9 - An Ideal Friend

- I. Content -
 - A. State at least FIVE qualities an IDEAL friend must have
 - B. For each quality you give, provide at least TWO details / examples of that quality.
- II. Grammar -
 - A. Use adjectives & adverbs for your qualities & the detail of those qualities
 - B. Vary your sentence structure by using both SIMPLE & COMPOUND sentences
- III. Organization -
 - A. Organize your thoughts by FIRST writing an outline
 - B. Use LIST/ORDER transition signals to organize your characteristics

Paragraph #10 – Favorite Vacation Spot

- I. Content - Write about your favorite vacation spot
 - A. State at least FIVE reasons for visiting this place
 - B. For each reason you give, provide at least TWO examples
- II. Grammar - Use simple, compound, & complex sentences to vary your sentence structure.
- III. Organization -
 - A. Organize your thoughts by FIRST writing an outline
 - B. Use REASON transition signals to organize your reasons & EXAMPLE transition signals to organize your examples

Paragraph #11 – English as Official Language in the USA

- I. Content - state your opinion about whether English should be the official language of the USA
 - A. Give at least FOUR reasons to support your topic Sentence (base your reasons on fact)
 - B. For each reason you give, provide at least TWO examples
- II. Grammar - Use adjective clauses in your sentences
- III. Organization -
 - A. Organize your thoughts by FIRST writing an outline
 - B. Use REASON transition signals to organize your reasons & EXAMPLE transition signals to organize your examples

****NOTE**:** All paragraphs must contain: 1) **a topic sentence** that expresses the main idea, 2) **the body** that supports the main idea through detail and/or examples, and 3) **a conclusion** that restates the main idea in different words or adds a final thought.

**TENTATIVE COURSE SCHEDULE
(subject to change by professor)**

<p>Tuesday 08-31-04 IN-CLASS</p> <ul style="list-style-type: none"> • Introduction to course & txtbk Unit 1 Part 1 p. 1-7 <p>HOMEWORK</p> <ul style="list-style-type: none"> • Paragraph #1: <i>Classmate's Biography</i> 	<p>Thursday 09-02-04 IN-CLASS</p> <ul style="list-style-type: none"> • txtbk Unit 1 Part 2 pp. 8-17 <p>HOMEWORK</p> <ul style="list-style-type: none"> • Paragraph #2: <i>Autobiography</i>
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<p>Tuesday 09-07-04 IN-CLASS</p> <ul style="list-style-type: none"> • txtbk Unit 1 Part 3 pp. 18-23 <p>HOMEWORK</p> <ul style="list-style-type: none"> • Writing Practice 3: Sentence Combining pg. 23 	<p>Thursday 09-09-04 IN-CLASS</p> <ul style="list-style-type: none"> • txtbk Unit 1 Part 4 pp. 24-28 & Unit 1 Review <p>HOMEWORK</p> <ul style="list-style-type: none"> • Paragraph #3: Family Biography
<p>Tuesday 09-14-04 IN-CLASS</p> <ul style="list-style-type: none"> • UNIT I EXAM 	<p>Thursday 09-16-04 IN-CLASS</p> <ul style="list-style-type: none"> • txtbk Unit 2 Part 1 pp. 32-43 <p>HOMEWORK</p> <ul style="list-style-type: none"> • Paragraph #4: How to Write a Paragraph
<p>Tuesday 09-21-04 IN-CLASS</p> <ul style="list-style-type: none"> • txtbk Unit 2 Part 2 pp. 44-50 <p>HOMEWORK</p> <ul style="list-style-type: none"> • Practice 1B-C pg. 50 	<p>Thursday 09-23-04 IN-CLASS</p> <ul style="list-style-type: none"> • txtbk Unit 2 Part 2 pp. 51-54 <p>HOMEWORK</p> <ul style="list-style-type: none"> • Writing Practice 2: Sentence Combining p. 53-54
<p>Tuesday 09-28-04</p> <ul style="list-style-type: none"> • txtbk Unit 2 Part 3 pp. 55-63 & Unit II Review <p>HOMEWORK</p> <ul style="list-style-type: none"> • Paragraph #5: How to... 	<p>Thursday 09-30-04 IN-CLASS</p> <ul style="list-style-type: none"> • UNIT II EXAM
<p>Tuesday 10-05-04 IN-CLASS</p> <ul style="list-style-type: none"> • txtbk Unit 3 Part 1 pp. 70-78 	<p>Thursday 10-07-04 IN-CLASS</p> <ul style="list-style-type: none"> • txtbk Unit 3 Part 2 pp. 79-84 <p>HOMEWORK</p> <ul style="list-style-type: none"> • Paragraph #6: My House / Apartment
<p>Tuesday 10-12-04 IN-CLASS</p> <ul style="list-style-type: none"> • txtbk Unit 3 Part 3 pp. 84-90 <p>HOMEWORK</p> <ul style="list-style-type: none"> • Writing Practice 3: Sentence Combining pg. 90 	<p>Thursday 10-14-04 IN-CLASS</p> <ul style="list-style-type: none"> • txtbk Unit 3 Part 4 pp. 91-96 & Review Unit III <p>HOMEWORK</p> <ul style="list-style-type: none"> • Paragraph #7: My Favorite Quiet Spot
<p>Tuesday 10-19-04 IN-CLASS</p> <ul style="list-style-type: none"> • UNIT III EXAM 	<p>Thursday 10-21-04 IN-CLASS</p> <ul style="list-style-type: none"> • txtbk Unit 4 Part 1 pp. 100-109 <p>HOMEWORK</p> <ul style="list-style-type: none"> • Practice B pp. 108-109
<p>Tuesday 10-26-04 IN-CLASS</p> <ul style="list-style-type: none"> • txtbk Unit 4 Part 1 pp. 109-114 - continued 	<p>Thursday 10-28-04 IN-CLASS</p> <ul style="list-style-type: none"> • txtbk Unit 4 Part 1 pp. 114-119 <p>HOMEWORK</p> <ul style="list-style-type: none"> • Paragraph #8: An Ideal Boss
<p>Tuesday 11-02-04 IN-CLASS</p> <ul style="list-style-type: none"> • txtbk Unit 4 Part 2 pp. 119-125 <p>HOMEWORK</p> <ul style="list-style-type: none"> • Writing Practice 2: Sentence Combining p. 123-25 	<p>Thursday 11-04-04 IN-CLASS</p> <ul style="list-style-type: none"> • txtbk Unit 4 Part 3 pp. 125-130 & Review Unit IV <p>HOMEWORK</p> <ul style="list-style-type: none"> • Paragraph #9: An Ideal Friend

<p>Tuesday 11-09-04 <ul style="list-style-type: none"> • UNIT IV EXAM </p>	<p>Thursday 11-11-04 VETERAN'S DAY – NO CLASSES</p>
<p>Tuesday 11-16-04 IN-CLASS <ul style="list-style-type: none"> • txtbk Unit 5 Part 1 pp. 136-147 HOMEWORK <ul style="list-style-type: none"> • Paragraph #10: <i>Favorite Vacation Spot</i> </p>	<p>Thursday 11-18-04 IN-CLASS <ul style="list-style-type: none"> • txtbk Unit 5 Part 2 pp. 148-155 </p>
<p>Tuesday 11-23-04 IN-CLASS <ul style="list-style-type: none"> • txtbk Unit 5 Part 2 pp. 155-158 HOMEWORK <ul style="list-style-type: none"> • Writing Practice 2: Sentence Combining pp. 157-58 </p>	<p>Thursday 11-25-04 THANKSGIVING – NO CLASSES</p>
<p>Tuesday 11-30-04 IN-CLASS <ul style="list-style-type: none"> • txtbk Unit 5 Part 3 pp. 158-164 • Unit V Review </p>	<p>Thursday 12-02-04 IN-CLASS <ul style="list-style-type: none"> • UNIT V EXAM </p>
<p>Tuesday 12-07-04 IN-CLASS <ul style="list-style-type: none"> • txtbk Unit 6 Part 1 pp. 172-178 HOMEWORK <ul style="list-style-type: none"> • Paragraph #11: <i>English as the Official Language of the USA</i> </p>	<p>Thursday 12-09-04 IN-CLASS <ul style="list-style-type: none"> • txtbk Unit 6 Part 2 pp. 182-188 </p>
<p>Tuesday 12-14-04 IN-CLASS <ul style="list-style-type: none"> • txtbk Unit 6 Part 2-3 pp. 188-196 • Unit 6 Review HOMEWORK <ul style="list-style-type: none"> • Writing Practice 2: Sentence Combining pp. 192-193 </p>	<p>Thursday 12-16-04 IN-CLASS <ul style="list-style-type: none"> • UNIT VI EXAM </p>