

**SYLLABI: EAP 1520 & 1520L READING 5 (3 + 1 Credits)
Fall, 2005**

Section	39890 39901 39892 39902	T and R (AM) T and R (PM)	Class Time: Lab Time: Class Time: Lab Time:	8:00-9:15a 9:30-10:20a 5:30-6:45p 7:00-7:50p	Room: YLRC 315 Room: YLRC 316 Room: YLRC 315 Room: YLRC 316
Instructor: Office: Phone: E-mail: Office hours:	Frank Elmendorf (Bill) YASP 113 253-7588 felmendorf@hccfl.edu Mr. Elmendorf: M,W 2:00-4:00p T,R 10:30a-12:30p and 4:30-5:30p Other hours by appointment				
Description:	EAP 1520 is a high intermediate college-level reading skills course in which students will be equipped with the skills necessary for the efficient processing of general academic texts. EAP 1520L is a high intermediate college level reading skills lab designed to increase students' active and passive vocabulary.				
Course objectives and outcomes:	Students will develop the ability to comprehend lengthy texts on a variety of academic topics by learning and applying appropriate reading strategies. Upon completion of the course, students will have expanded their vocabulary, improved their reading skills, and achieved a greater proficiency in reading.				
Instructional methodologies:	Students will develop their abilities to read and analyze college-level materials through a variety of readings and exercises. Computer assisted instruction is used in the laboratory.				
Required Materials:	<p>Text: <i>Making Connections: An Interactive Approach to Academic Reading, Second Edition</i> by Kenneth Pakenham, Cambridge University Press, 2005</p> <p>Lab Text: <i>Improving Vocabulary Skills, Third Edition</i> by Sherrie Nist and Carole Mohr, TP, 2002</p> <p>Lab Software: <i>10 Steps to Improving Reading Skills, Townsend Press</i></p>				
Grading system	90-100%=A 80-89%=B 70-79%=C 60-69%=D 0-59%=F "D" grades receive credit, but must be repeated.				
Grading criteria and attendance	<p>EAP 1520: Midterm (33%), Final (33%), Quizzes, class work, participation (33%) EAP 1520L Lab Test 1 (33%), Lab Test 2 (33%), Lab Test 3 (33%),</p> <ul style="list-style-type: none"> • Eight absences are permitted. Students are dropped from the course with a grade of "F" or "FX" once eight absences have occurred. There are no excused absences. • There will be frequent quizzes over the reading assignments at the beginning of the hour. Quizzes may be unannounced, and may not be made up. • If a student misses a test, the student must take the test on or before the day of the next class session in the Testing Center (student I.D. required). Go directly to the Testing Center. The test will already be there. • If a student is more than 15 minutes late to class, the student is tardy (T). Three tardies are equal to one absence. If a student leaves class early (LE), the student is also counted tardy. • Five extra credit points will be added to the final average for perfect attendance. Attendance for the purpose of obtaining these points begins Monday, August 29, 2005. (Tuesday, August 30, 2005 for classes meeting on Tuesdays and Thursdays.) • Opportunities to earn bonus points may be offered from time to time. At such times the whole class will be given the same opportunity. Participation will be optional. • Extra credit point(s) may also be offered for participation in select campus/cultural events. • Students who make less than 79 on the midterm exam or first lab test may retake the same test. However, their final grade will be the average of the two scores and may not exceed a score of 79. This provision is intended to help students become acclimated to normal college testing procedures and frequency, but to also maintain the integrity of the grades of students who are making "As" and "Bs." <u>Retakes of the midterm exam or lab tests must be retaken within two weeks of the first test.</u> • If you are having serious problems, such as a change in schedule at work or family or child care problems, please discuss this with me so that we can try to find a solution to the problem instead of leaving school. PLEASE DO NOT LEAVE SCHOOL WITHOUT DISCUSSING THIS WITH ME, DR. LONO, OR A COUNSELOR AS THIS WILL RESULT IN AN "F" ON YOUR TRANSCRIPT AND MAY RESULT IN YOUR HAVING TO PAY MONEY BACK TO THE SCHOOL OR 				

GOVERNMENT IF YOU ARE RECEIVING FINANCIAL AID.	
Behavior:	A positive class atmosphere is necessary for learning. Thus, verbal or physical disruption of teaching, interfering with freedom of expression, all forms of academic dishonesty, causing physical or psychological harm, and failing to comply with the directions of college officials are prohibited. Please see the Code of Student Conduct and Disciplinary Procedure in your Student Handbook and Academic Planner 2005/2006 (pp. 51-58) for the complete code. See also the list of specific concerns for the class below.
Request for Accommodations	If, to participate in this course, you require an accommodation due to a physical or learning impairment, you must contact the Office of Services to Students with Disabilities. The office is located in the Faculty Building (YFAC 107). You may also reach the office by telephone at (813) 253-7757. Please give your professor a copy of the form you receive as soon as possible so that you can be accommodated.
Emergencies	If it should become necessary to evacuate the building because of a fire, bomb scare or drill, the class will exit by the closest possible exit and assemble outside 100 yards from the building. Your teacher will indicate the exit and assembly point. Please do no re-enter the building until asked to do so.
Changes	From time to time, it may be necessary to change any of the above or below to meet student, faculty, or college needs. Students will be advised/consulted should this occur.

NOTE: Please remember that a college is a higher educational institution whose goals are to provide the student with the latest knowledge and skills to be successful in today's ever changing world. A large part of one's experience at a college is to be exposed to ideas and concepts (old and new) which one may not be familiar with. One is not expected to agree or disagree with any or all of them. Rather one is expected to be able to consider and discuss them civilly, logically, and objectively. It is important to remember that one's own experience is often the basis for strongly held beliefs and opinions, but these opinions may or may not generally apply to a larger population. Most important is the ability to listen with an open mind to diverse ideas and opinions, and to evaluate them in relation to the course. Also, please remember that many of today's most commonly accepted ideas were once highly controversial and fought over. In this class, curiosity, tolerance, and open-mindedness will be highly regarded as well as expected. A university/college is a place for the free exchange and consideration of ideas no matter how great or small. Course readings, assignments, and discussions cover many topics, but it is important to remember that there will be no attempt to change one's religious or personal beliefs. Examinations will specifically measure the degree to which the student has mastered the skills and content of the course which includes readings, exercises, lab work, and class discussions.

Although the vast majority of EAP students are model citizens, there are always a few students whose behavior is not acceptable. Listed below are some of the most common behaviors which interfere with a positive learning environment as well as what is normally expected:

Unacceptable behavior

1. Cheating and plagiarism
2. Arriving late
3. Unauthorized use of computers
4. Use of cell phones including sending messages
5. Bringing children to class
6. Conducting side conversations
7. Disruptive or interfering behavior
8. Dominating classroom discussions or questions
9. Sleeping
10. Immature or emotional behavior
11. Unprepared
12. "Consumer" mentality, not following rules
13. Spaced out, unresponsive, easily distracted
14. Eating or drinking in class
15. Intolerance

Acceptable behavior

1. Do your own work.
2. Arrive on time.
3. No use of computers during regular class time unless authorized by instructor
4. Turn cell phones off or place on "vibrate" or "silent mode." Leave class to answer emergency calls.
5. No children in class
6. No side conversations during normal class activities.
7. Cease and desist. Be considerate of others.
8. Participate but give others a chance.
9. No sleeping
10. Learn to look at the ideas presented objectively and analytically, instead of reacting to them personally.
11. Come prepared. Don't do homework in class.
12. College determines rules and regulations, not students. Observe rules.
13. Focus
14. No eating or drinking in class. Water bottles are okay.
15. Open-mindedness

Penalties for repeated violations of the above may result in progressively serious sanctions beginning with a warning, reduction in grade(s), removal from class, and referral to college officials.

TENTATIVE SCHEDULE AND ASSIGNMENTS

Tuesday and Thursday Classes

WK	DATES	TEXT	LAB: Improv Vocabulary Skills	Improv Reading Skills
1	8/25	Introduction, buy books Unit I: World Health in the 21 st Cent.	Chapters 1, 2	Vocabulary in Context
	8/30	Last day for drop/add/refund		
2	8/30, 9/1	Unit I: World Health in the 21 st Cent.	Chapters 2, 3	Vocabulary in Context Main Ideas
	9/5	Non-class day: Labor Day		
3	9/6, 9/8	Unit I: World Health in the 21 st Cent.	Chapter 4	Main Ideas
4	9/13, 9/15	Unit I: World Health in the 21 st Cent.	Chapters 5, 6	Supporting Details
5	9/20, 9/22	Unit 2: Living in a Multicultural Society	Chapters 6, 7	Supporting Details Implied Main Ideas /Central Point
	9/27		Lab Test 1: Chapters 1-6	Vocab in Context Main Ideas Supporting Details
6	9/27, 9/29	Unit 2: Living in a Multicultural Society		
7	10/4, 10/6	Unit 2: Living in a Multicultural Society	Chapters 7, 8	Implied Main Ideas/Central Point
8	10/11, 10/13	Unit 2: Living in a Multicultural Society	Chapters 8, 9	Relationships 1
	10/18	Reading Mid-term Exam: Making Connections Units 1 and 2		
9	10/18, 10/20	Unit 3: Aspects of Language	Chapter 10	Relationships 1 and 2
	10/21	Non-class day: All College Day		
10	10/25, 10/27	Unit 3: Aspects of Language	Chapters 11, 12	Relationships 2
	10/31	Last day to withdraw w/o a grade		
11	11/1, 11/3	Unit 3: Aspects of Language	Chapters 12, 13	Fact and Opinion
	11/3		Lab Test 2: Chapters 7-12	Implied Main Idea/CP Relationships 1 and 2
12	11/8, 11/10	Unit 3: Aspects of Language		
	11/11	Non-class day: Veterans Day		
13	11/15, 11/17	Unit 4: Looking After Planet Earth	Chapters 13, 14	Fact & Opinion Inferences
14	11/22, 11/24	Unit 4: Looking After Planet Earth	Chapters 15, 16	Inferences Purpose and Tone
	11/24-11/25	Non Class Days: Thanksgiving		

15	11/29, 12/1	Unit 4: Looking After Planet Earth	Chapters 17, 18	
	12/6		Lab Test 3: Chapters 13-18	Fact & Opinion, Inferences Purpose and Tone, Argument
16	12/6	Unit 4: Looking After Planet Earth Review/wrap up		
	12/7	Final Exam—8:00-9:50a Making Connections Units 1-4		
	12/14-1/4	Winter Break		

Name:

Lab Assignment Checklist

<i>Improving Vocabulary Skills</i>			<i>10 Steps to Improving Reading Skills</i>		
Chapter	Score 1	Score 2	Skill	Score 1	Score 2
1	_____	_____	1. Vocabulary in Context	_____	_____
2	_____	_____	2. Main Ideas	_____	_____
3	_____	_____	3. Support. Details	_____	_____
4.	_____	_____	4. Implied. Main Idea/CP	_____	_____
5.	_____	_____	5. Relationships 1	_____	_____
7.	_____	_____	6. Relationships 2	_____	_____
8.	_____	_____	7. Fact & Opinion	_____	_____
9.	_____	_____	8. Inferences	_____	_____
10.	_____	_____	9. Purpose & Tone	_____	_____
11.	_____	_____	10. Argument	_____	_____
13.	_____	_____	11. Combined Skills	_____	_____
14.	_____	_____	On-line database and internet searches (Extra Credit)		
15.	_____	_____	1. Subject:		
16.	_____	_____	Database:		
17.	_____	_____	Website:		
			Title:		
			2. Subject:		
			Database:		
			Website:		
			Title:		
			Vocabulary Extra Credit: 1 point		
19.			Database:		
20.			Website:		
21.			Title:		
22.			3. Subject:		
23.			Database:		
			Website:		
			Title:		
			Vocabulary Extra Credit: 1 point		
25.			Database:		
26.			Website:		
27.			Title:		
28.			4. Subject		
29.			Database:		
			Website:		
			Title:		
On-line database and internet searches (Extra Credit-continued)					
6.Subject			5. Subject		
Database:			Database:		
Website:			Website:		
Title			Title		

Vocabulary:

Students are expected to complete chapters 1-17 in the computer and chapters 1-18 plus review tests in the workbook. Please note that there are no chapters 6, 12, 18, 24, or 30 in the computer, but there are chapters 6, 12, 18, 24, and 30 in the workbook. Computer scores should be entered on the worksheet provided above. Workbooks should be purchased new, and all assigned chapters should be completed in full in the workbook including extra credit. Used workbooks are not acceptable.

Scoring:

Please enter the score for each test in the blank provided during each lab period as you finish them. This page is the official record of your lab work in this class. Do not rely on the computer to keep your scores for you since the computers frequently are worked on, and any previous information is lost. Scores below 80 should be repeated until they are 80 or above. You may repeat each test as many times as you wish. It is the final score which counts.

EXTRA CREDIT ASSIGNMENTS (10 possible extra credit points)

A. Vocabulary (4 extra credit points)

1. Chapters 19-24 (in book IVS). Check and show completed pages in book to instructor. (1 pt)
2. Chapters 25-30 (in book IVS). Check and show completed pages in book to instructor. (1 pt)
3. Chapters 19-23 (in computer). Record test scores and turn in to instructor. (1 pt.)
4. Chapters 25-29 (in computer). Record test scores and turn in to instructor. (1 pt.)

B. On-line database and internet searches (6 extra credit points)

Each search counts 1 point and must include the following:

1. The question being answered?
2. The citation for the database or internet site and article being used. (Note, a database search is not an internet search although you must use the internet to connect to the database.)
3. A printout of only the first page of the article.
4. Your written answer to the question from class.

Please include the above on a separate type-written page with supporting evidence attached.

Citations may be “.edu”, “.gov,” or “.org” but may not be “.com”.

Extra credit work is due one week from the day of the assignment in class, and is strictly optional. It is not required.