ENGL F230
English Language Proficiency
University of Alaska Fairbanks
Summer 2013

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Section F61 meets May 28 thru July 3
MTuWTh 12:00-1:50pm in Gruening 412
CRN = 52311

Course Description

This is a course in intensive listening, speaking, reading, and writing in English. The course serves students at various levels of English language proficiency, from high-beginning to low-advanced. Emphasis is on the development of confidence, vocabulary, grammar, conversation, reading comprehension and enjoyment, and writing. The course is open only to students for whom English is a foreign language. The only prerequisite is permission of the instructor. The course may be repeated once for credit.

Note: Students will not be allowed to enroll after the second day of class.

How to Succeed

The most important things that you can do to succeed in this course are participate, do the homework, and come to class. Every class. It is also important to complete every assignment on time. All assignments are due at the beginning of the class period on the due date. Assignments turned in late will not be accepted except in the case of an emergency or other special circumstance.

Since this is a 3-credit course compressed from 15 weeks into 6 weeks, you should expect approximately 12-14 hours of homework per week. If you cannot commit to attending every class and to investing 12-14 hours per week in homework, you should drop the course or consider auditing.

Supplies (6 items)

Journal (bring this every day and use it for this class only)
Standard 8.5 x 11 inch notebook paper
Folder for homework, assignments, and class handouts
Pencil
Blue or black ink pen
Yellow highlighter pen
Required Texts

1. You will need a good, portable dictionary (electronic or print). Bring this dictionary to class every day, including the first day.


Note: Bring Discovering Fiction (DF) to each class, beginning the second day. Failure to bring DF and the dictionary regularly to class will lower your grade.

Computers

The use of a computer for word-processing and other purposes is required. If you do not have your own computer and Internet access, you may use a computer on campus. Be sure to allow enough time in your weekly schedule to work at the computer on assignments for this class and to print your papers.

Journal

Choose a journal with a cover that you like, 8.5 x 11 inches or 8 x 10 inches, spiral-bound, single-subject, 70-100 sheets, college or wide ruled. Bring this journal to every class (even if you also type journal pages electronically), and use it for this course only. Use the journal for class notes, in-class and out-of-class freewrites, sketches or drawings, quotations, random or sudden thoughts/imaginings, group work, notes on readings, rough drafts, research, and anything else related to the course or to your own freewriting/sketching.

If you wish, you may journal on a computer or other electronic device. Be sure to print any electronically-typed journal pages each week and place them in your English folder. That way they can be counted easily.

Plan to write freely or sketch freely in your journal outside of class for at least 10 minutes, twice each week. The goal for this course is to fill at least 6 pages in the journal each week (6 full to 3/4-full pages OR 6 half-pages, depending on your proficiency level). You may single or double-space (your choice 😊).

Your journal is mostly private, so write whatever comes to mind. No one else will read your journal, except for times when you choose to share material from it or when I tell you beforehand that we will share a journal entry in class. Experiment. Explore. Be brave. Take risks. Enjoy. 😊

Reading Record

Every Thursday, I will pass around the Reading Record. Write down what percent of the week’s readings you completed. Aim for 100% every time. If you did not complete all of the readings, estimate what percent you did complete.
**Final Class Meeting**

The final meeting will be Wednesday, July 3, 12:00-1:50pm. **Attendance is required.** Talk with me if you foresee a problem.

**Email and Blackboard**

An email account is required for this course. Every student at UAF is assigned a UA ID number and an email account. To activate your UA student account, follow the instructions at ELMO (http://elmo.alaska.edu/). If you need help, call the OIT Support Center at 450-8300.

Feel free to email me, if you have questions about an assignment or your progress in the course. I don’t always check email every day, so you may not get an immediate response, but I will write back to you. I’m also happy to talk with you in person or on the phone during office hours.

If I email the whole class, I use Blackboard. Blackboard sends a message to your UA email account (which ends in @alaska.edu). Please check this account daily, or else set it up to forward automatically to your preferred email account.

**UAF Writing Center**

A half-hour session with a Writing Center tutor is **required at least once** during this course. I will let you know when. Additional sessions at the WC are optional/encouraged.

The Writing Center offers free tutoring in all stages of the writing process. A tutor can also help with reading comprehension, oral pronunciation, and vocabulary development and understanding.

The Writing Center is located on the 8th floor of Gruening. The summer hours are Monday through Thursday 10am-7pm, and Friday 10am-2pm. The tutors this summer are ________________________________________.

Call 474-5314 to make an appointment. Walk-ins are possible, but appointments are recommended and usually essential as the six-week session progresses.

**Response Groups**

Response groups are an essential element of this class. It is very important to **learn to respond to the English of others and accept how others respond to your English.** Always come prepared for response groups.

**Plagiarism and Academic Dishonesty**

Honesty is a primary responsibility of you and every other UAF student. It is your responsibility to help maintain the integrity of the student community. All work submitted in this course must
be your own. Do not copy someone else’s homework. Also be sure that any sources you use—such as ideas, images, quotations, paraphrases, etc.—are properly documented. Ask me if you have questions. The usual penalty for academic dishonesty is an F in the course. There may be additional penalties, such as suspension or expulsion from the university.

**Grades**

Grades will be based on the following:

- Attendance (30%)
- Discovering Fiction (30%), including chapter assignments, "Summing Up," and other activities
- Writing (30%), including Journal, Journal Summary, in-class freewrites, True Story (drafts and polished story), Writing Center visits (WC), and Classbook
- Reading Record and 2 Reflection Letters (5%)
- Class Participation (5%), including conversations, dialogues, short presentations, games, class discussions, and bringing the required books and supplies each day

**Attendance Grading Scale**
(based on total number of absences, for any reasons, during the six weeks):

- 0 absences = A+
- 1 = A
- 2 = B
- 3 = C
- 4 = D
- 5 = F and you will be asked to drop the course.

Since this course meets for only six weeks and your active participation is required, it is essential to attend every class. If you know you must miss several classes, consider auditing the course instead of enrolling for credit.

**Weekly Class Schedule**

A class schedule will be provided each week.

**Assignment Policy**

In order to properly manage and grade the assignments from all of my students, I must receive assignments on time, and I cannot accept emailed assignments.
All assignments are due at the beginning of the class period on the due date. Please prepare your homework and print your papers ahead of time to avoid problems.

Assignments turned in late—meaning after class, later the same day, or later in the week—will not be accepted except in the case of an emergency or with a signed, written note from a doctor or other authority. If you can’t come to class, please find someone to deliver your assignment for you, or leave the assignment in my mailbox or on my desk. However, be aware that you will miss important information and thereby risk receiving a lower grade if you are not present to personally turn in an assignment with the rest of the class.

Expectations

Being on time and waiting until the class is dismissed by the instructor are signs of respect and will be appreciated by other class members as well as by me. Please use the restroom and take care of other personal needs before class. It will be easiest for everyone to concentrate if individuals are not walking in and out of the room after class begins or before it ends.

Please, no food during class time (except for special occasions). Beverages are fine.

Please turn off cell phones and do not text or wear earphones during class—ever. Give your respect and full attention to whoever is speaking in class or in your assigned group.

If you must be absent from class, please let me know the reason if possible. A note, email message, or phone call will be appreciated. Later stop by my office (as soon as possible), in order to check for any missed class handouts or assignments. If there are any, I will leave them for you on my desk. Your name will be on them. If necessary, ask someone in the class to get these for you.

If you have special needs that require accommodation, please talk with me early in the semester. I will work with the Office of Disabilities Services (208 Whitaker Building, 474-5655) to provide reasonable accommodation to students with disabilities.

I’m looking forward to working with you.

Enjoy!