

ESL W40: Intermediate-Low Writing (Course #29416)  
T/Th 7:30-9:35 AM RS 228

Sacramento City College  
Fall 2009

Instructor: Sandy Whetstone

Office Hours: RS330

Telephone: (916) 455-2525

MW 9:10-9:40

Website: <http://web.scc.losrios.edu/whetsts>

TTH 9:40-10:30

E-mail: [sandy.whetstone@scc.losrios.edu](mailto:sandy.whetstone@scc.losrios.edu)

---

**Required Textbooks:**

- **Grammar in Context Book 1**, 4<sup>th</sup> edition, Elbaum & Grant; Thomson Heinle, 2006.
- **First Steps in Academic Writing Level 2**, 2<sup>nd</sup> edition, Hogue; Longman, 2008.
- An ESL dictionary such as Longman Basic Dictionary of American English. **No electronic or bilingual dictionaries!**

**Materials:**

- 8 1/2" x 11" lined notebook paper and binder
- **Dark** ink pen or **dark** pencil for writing

**Course Description:**

**ESL W40** is a graded four-unit course that will help you write focused paragraphs with a clear beginning, middle, and end while developing correct sentence structure at the Intermediate-Low level. You will also learn to use critical thinking skills and level-appropriate grammar in your writing.

**Prerequisites:**

In order to stay in this class, you must give me a copy of **one** of the following by the second class (Thursday, January 22).

- your **grade transcript** showing a C or better in **W30** or
- **assessment center test scores** placing you in **W40**

**Advisory:**

Although it is not required, it is best for you to also take **ESL 92, ESL L40, and ESL R40**, or other ESL courses at the appropriate level along with this course. (If you do not know how to type at all or if you type very slowly, you can learn how to type or improve your speed in ESL92.)

**Course Objectives:**

**At the end of this course you should be able to**

- generate and organize ideas for writing.
- analyze paragraphs to identify structure such as main idea, topic sentence, and supporting details.
- evaluate basic paragraph organization and content.
- apply level-appropriate English grammar and usage patterns in writing.
- write academic paragraphs on a variety of topics under time limits.
- demonstrate the ability to use steps in the writing process, including prewriting, revision, and editing multiple drafts.
- use simple, compound and basic complex sentences.
- demonstrate control of verbs in the present, past, and future in simple and progressive aspects, regular and irregular verb forms, and modals.
- demonstrate control of singular and plural noun forms.
- identify and use the basic parts of speech.
- use basic spelling and capitalization.

**Methods of Evaluation:**

1. In-class writing tests

2. Grammar tests
3. Quizzes
4. Written homework
5. Cumulative final exam
6. Participation

**Homework:**

Homework assignments are to be completed **on time and turned in on my desk at the beginning of class or emailed before class.** Late homework will not be accepted. If you are absent, you must find someone to turn it in for you, or turn it in via email before class. Make sure you have the telephone numbers of at least two classmates so you can find out the homework if you have to be absent.

Please use the following heading format for all homework:  
(top of paper should look like this)

Assignment (book, unit, page, exercise # ( for example: <u>GIC1</u> p.9 ex.5)	Name
	ESL W40
	Date Due

**Tests & Quizzes:**

All **first drafts** of paragraphs will be written in class. **In-class writing** is a test. In-class writing tests and grammar tests will always be announced. Classwork and quizzes **cannot** be made up for any reason. . In-class writing and grammar make-up tests are only for **emergency** situations. You must call me or email me before the test to notify me why you cannot come, and you may make up only **one** test this semester. If you miss another test, you will receive a grade of zero on that test. **The final exam must be taken on the scheduled day. It cannot be made up for any reason.**

**Attendance, Tardiness & Leaving Early:**

Regular attendance is very important in this class. You are allowed **two absences** in the semester. If you are absent more than two times, your grade may be **lowered**. or you may be **dropped** from the course. Also, please be on time. **Coming late or leaving early 3 times = 1 absence.**

**Participation:**

Not doing homework assignments, not paying attention, and not participating in class will result in a lower grade.

**Classroom Behavior:**

**In this class you will be expected to**

- speak only English.
- turn off cell phones.
- not speak to your classmates during class unless I ask you to do so.

If any of the above continues to occur after being warned, you may be asked to change seats or leave class.

**Cheating:**

The following are considered cheating and will earn a grade of **zero**. Students who cheat repeatedly may receive an **E** in the course.

- **Talking** to another student during a test or quiz

- **Looking at** another student's work during a test or quiz
- **Copying** from another's work on tests, quizzes or homework
- **Allowing** another student to copy from your work
- **Using** notes, a dictionary, or a book during a test or quiz

**Grading:** To pass this class, you must have a minimum average of 70% on all in-class writing, tests, and the final exam.

<b>Homework, Quizzes, Revisions, Participation</b>	<b>10%</b>
<b>Grammar Tests &amp; Grammar Final Exam</b>	<b>55%</b>
<b>In-Class Writing &amp; In-Class Writing Final Exam</b>	<b>35%</b>
	<b>100%</b>

**Final Examination:** You must take the final examination at the assigned time on **Monday, December 14, 2009 from 10:15-12:15 am**. If you are planning to take a trip, arrange to leave after your final exam. There will be no early exams.

**Student Access Card:** If you have not yet done so, please go immediately to the College Cafeteria or the Learning Resource Center to get your Student Access Card. (You have already paid for it in your student fees.) This card will serve as your Official College Photo ID, your Library Card, your Printing Card, and your Regional Transit Pass for all bus and light rail systems in Sacramento, Yolo, Folsom, El Dorado, and Elk Grove.

**iMail** Please activate your iMail account if you haven't already done so. You can do this online on the SCC website. It is much easier for me to contact everyone in the class through iMail when I have an announcement.

**Help & Special Needs:** If you need to give me a message, you can either phone me or send me an email message. If you need help or need to see me, please feel free to come to my office hours. If you cannot come at those times, you can make an appointment to see me at another time. If you have any special situation affecting your learning that I should know about, please let me know.

**Classmates:** Write down the names and phone numbers of three classmates so that you can call them to find out the assignment if you were absent or for help if you don't understand something.

Name \_\_\_\_\_ Telephone \_\_\_\_\_

Name \_\_\_\_\_ Telephone \_\_\_\_\_

Name \_\_\_\_\_ Telephone \_\_\_\_\_