

Foundations C Grammar — Winter 2022 (9:45 – 10:50 am – Room 366)

All information in this syllabus is subject to change.

TEACHER INFORMATION

Instructor

Miss Michelle Lung

Contact Information

yslungggg@byu.edu or
email through Canvas (inbox)

Office Hours

UPC Room 324 By appointment
Tues, 11 am – 12 pm

Course Description

This course focuses on the learning and application of traditional grammar structures and concepts in both speaking and writing.

Course Emphasis

- Grammar Form - 45%
- Meaning/Use
 - Speaking - 45%
 - Writing - 10%

REQUIRED MATERIALS

Bring to class every day!

Textbooks

Fundamentals of English Grammar, 5th Edition (chapters 1-7) (Pearson Education), 978-0134998824

Fundamentals of English Grammar: Workbook, 5th Edition (chapters 1-7) (Pearson Education), 978-0135159460

Paper or Notebook; Pen or Pencil

Course Learning Outcomes

Identifies the target grammar in both written and spoken contexts.

1. Recognizes the target grammar in controlled contexts.
2. Produces the target grammar forms correctly in controlled contexts.
3. Understands the correct meaning of the target grammar.
4. Produces the correct forms of the target grammar meaningfully.
5. Understands the correct usage of the target grammar in spontaneous speech.
6. Produces the correct forms of the target grammar in spontaneous speech.

GRADING

*To remain in good standing at the ELC, you must have at least 80% for both attendance AND Learning Experiences grade in **each** of your classes.*

Proficiency

<i>Presentations</i>	15%
<i>Speaking Tasks</i>	25%
<i>Bi-weekly Quizzes</i>	30%
<i>Grammar & Vocab Tests</i>	30%

Learning Experiences

Course Materials

- Paper or Notebook; Pen or Pencil
- *Fundamentals of English Grammar, 5th Edition (chapters 1-7) (Pearson Education), 978-0134998824*
- *Fundamentals of English Grammar: Workbook, 5th Edition (chapters 1-7) (Pearson Education), 978-0135159460*
- You must buy a new copy (not a used or rented copy). You are required to bring the textbook to class by Tuesday, January 18th.

Class Rules

Learn from one another. Respect the teacher, classmates, and different cultures.

It's ok to make mistakes. Be kind and encouraging to others.

Only English should be spoken in class.

No social media, texting, or calls. Only use your phone for the translator or dictionary.

Schooling is your priority. Come to class punctually every day.

Grades

Students at the ELC receive two different grades: a proficiency grade and a learning experience grade. The ELC uses these grades to help measure language proficiency and student engagement, respectively.

Proficiency (How good is your English?)

The proficiency grade shows how well the student understands and uses English. It is based on performance on performance on grammar and vocabulary quizzes. Generally students will need a minimum proficiency score of above 74% in order to be considered to advance to the next proficiency level. Students who continue to lack progress in their proficiency may be dismissed.

Learning Experiences (Are you being a good student?)

Learning experience grades at the ELC demonstrate student effort to learn, practice, and apply the language learning principles taught in class. They encompass learning experiences that support the learning outcomes in the curriculum. Students are expected to maintain 80% in this grade category.

Assignments & Assessments

The following is a list of assignments and tests for the class. The dates of these activities can all be seen on the calendar at the end of this document.

Proficiency

Presentations (15%)

Starting from week 3, we will start each lesson with a student presentation. Throughout the semester, you will have three 5-minute presentations that will cover topics that are introduced and learned in the class. Your presentations will be graded on your grammatical accuracy. You can use notes, but they cannot be larger than a 3" x 5" index card. You can use PowerPoint slides, pictures, or objects to aid your presentation, but you should maintain eye contact throughout the presentation. More details, including the topics, will be provided in class. The presentation schedule can be accessed through <https://docs.google.com/document/d/1T9Gn-rEqJeZiUV2cLYcmL13EBNk0xt9QwCwvYYAWTKA/edit?usp=sharing>.

Speaking Tasks (25%)

During the semester, will be given a total of nine prompts that require you to record yourself speaking for about 45 seconds to 1 minute. You will need to transcribe the recording and the teacher will give feedback using specific grammar markings. The speaking and transcription tasks will be done during class time on Monday.

Bi-weekly Quizzes (30%)

During the semester, you will have a total of seven quizzes that measure your grammar and vocabulary proficiency. These quizzes will be directly related to the grammar and vocabulary topics we discuss in class. These quizzes will be on spelling and other grammar usages. You will be told beforehand what to prepare. Your ability to answer the questions correctly will be a measure of your proficiency. If you do your homework and participate in class, you will be prepared. These bi-weekly quizzes are due at 11:59 pm every Thursday. The first quiz will be on Jan 20 (Thursday). Your lowest quiz score will be dropped.

Unit Grammar Tests (30%)

You will have three tests on grammar structures, spelling, and vocabulary this semester. These tests will cover chapters from the book and will be given on the dates listed in the calendar (see the end of this page). You will take the tests from 11:00 am to 11:50 am on Feb 4, March 4, and April 1. These dates and times have already been scheduled and are NOT negotiable. Look at the dates and make arrangements ahead of time to ensure you do not miss a test.

Late Proficiency Assignment Policy

Late proficiency. assignments will lose 10% for each day late. After one week, late proficiency assignments will only be worth half-credit (50%). Proficiency assignments are accepted during the three-week grading period in which they are due (ELC policy). Any assignments submitted after the three-week grading period should receive a 0. Students with excused absences are allowed to make up missing proficiency assignments within that grading period without penalty.

Learning Experiences

Many of these learning experiences may occur outside of the classroom, such as completing homework, attending writing conferences, and preparing for in-class experiences. High learning experience grades also suggest that a student meets expectations for contributing to a positive environment that will maximize learning by engaging with in-class projects, presentations, and group work. Attendance is **not** be accounted for in this grade category, although engagement in some learning experiences may be impacted by absence in-class.

Late Learning Experience Policy

Late assignments will lose 10% for each day late. After one week, late assignments will only be worth half-credit (50%). Teachers will excuse grades in this category for any and all excused absences as indicated by the Student Life Advisor, but it is up to teacher discretion whether or not an assignment needs to be made up after unexcused absence. Teachers can require completion of a learning experience if it is necessary foundation for an upcoming proficiency or learning experience assignment.

Level Achievement Tests (LATs)

Language Acquisition Tests (LATs) are given at the end of each semester. They are used to test your progress in English in each skill area. If you plan to continue studying at the ELC, you must take the LATs. (from The Student Handbook) This semester, you will take your LATs on April 13th and 14th.

Attendance Policy

Consistently attending class is a central part of learning and improving your English. When you are absent from class, you miss important information and practice opportunities that you need to improve your English. The US Government allows each English program to establish its own attendance policy. The following requirements reflect the ELC's commitment to create the right environment to help you improve your English.

ELC students must maintain 80% attendance in each and every class at all times. As soon as your attendance drops below 80% in any one of your four classes, you will receive a warning letter. If you have any unexcused absences before raising your attendance back to 80%, you will be dismissed. If your attendance drops below 80% a second time in any one of your four classes, you will be dismissed from the ELC. Once you receive your attendance dismissal letter, you must go to Anna Bailey's office (4056 JFSB) immediately.

The US Government states that if a student is dismissed for violation of a school's attendance policy, then their student visa is immediately terminated and the student will need to leave the US within two weeks. If students want to transfer to another school, they will have to reapply to be reinstated. However, attempts to be reinstated are rarely successful. If you are sick and unable to attend class, please provide a note from your doctor. Within two days of returning to class, the doctor's note must be received in the ELC office (103 UPC). Be aware that forging a doctor's note is a violation of the BYU Honor Code and will result in an immediate dismissal from the ELC.

If you know that you will be absent from class for any reason other than an illness (i.e., a family wedding or a death in the family), you should notify the ELC administration in writing and deliver your letter to UPC 103. These absences will be considered on an individual basis and may not necessarily be excused. Being absent also results in missing class participation points that are part of your citizenship grade. Whenever you are absent from class, please contact each of your teachers to receive information on the assignments that you missed. Students who are ill

should go to the Student Health Center (see Health Care or <http://health.byu.edu> for more information).

Students who are more than 10 minutes late, miss more than 10 minutes during class, or leave more than 10 minutes early will be marked as absent. (from the Student Handbook)

Preventing Sexual Discrimination & Harassment

Title IX of the Education Amendments of 1972 is intended to eliminate sex discrimination and sexual harassment in educational contexts. Any ELC student who becomes aware of sexual harassment, discrimination, or misconduct of any kind, directed toward them or any other member of the ELC community should immediately contact Sandy Hatchett (801-422-5318, sandy_hatchett@byu.edu) or Dr. Ben McMurry (801-422-8521, ben_mcmurry@byu.edu), they will work with you and report to the Title IX office.

Students with Disabilities

If you suspect or are aware that you have a disability, please contact the Student Life Coordinator (801-422-5318). After talking with her, she will help you determine what course of action will be best for you. If necessary, the Student life coordinator will help you communicate with your teachers and university personnel to make sure that you receive the assistance needed.

Academic Honesty

ELC students should seek to be totally honest with others. You should complete your own work and be evaluated based upon that work. You should avoid academic dishonesty in all its forms, including cheating, falsification, and plagiarism. (from the ELC Student Handbook)

Course Calendar

The calendar for the entire semester is listed in the next page. The calendar is subject to change. It can be accessed through https://docs.google.com/document/d/1TaRhPDVI61CQwE-ZkvJJAXGiKnrv_2CM9Zc2XYOieXU/edit?usp=sharing