

Hagerstown Community College Adult Education
English as a Second Language Class
Master Syllabus

COURSE: **ADB 155 ESL Beginning (Low and High Beginning)**
0 Credits

SEMESTER/YEAR: **This information to be completed by Instructor**

INSTRUCTOR: **This information to be completed by Instructor**

CLASS DESCRIPTION:

This course is for students whose first language is not English. The course includes listening, writing, and pronunciation practice using lesson tapes, grammar, vocabulary, and writing exercises, group conversations, workbook exercises, games, puzzles, worksheets, homework and periodic tests. Students will learn new vocabulary and information about places, time, money, calendars, clothing, food, families, health, house and home, and various work places. They will learn basic rules of spelling, punctuation, and grammar including adjectives, adverbs, articles, prepositions, nouns, pronouns, and verbs in simple present, present continuous and simple past tenses. Special attention will be given in helping students to learn English in home, life and work situations. This course prepares students for the low intermediate level class. Students are encouraged to attend the Learning Support Center (LSC) for additional instruction and practice exercises.

TEXTBOOK:

Taking Off, Beginning English, Second Edition, Student Book and Workbook Linda Lee & others, McGraw-Hill, c 2011.

STUDENT LEARNING OUTCOMES:

Upon successful completion of this course students will be able to:

Demonstrate the ability to organize and produce spoken language in routine and familiar situations with some control of grammar and intonation.

Monitor comprehension, clarify purpose for communication, and understand simple phrases and sentences in context when spoken slowly with some repetition.

Determine the purpose for reading by using pre-reading strategies, read common sight words, and understand sentence level reading. Learners can comprehend simple sentence level discourse with familiar/controlled vocabulary and frequent re-reading.

Determine a purpose for writing, can write simple sentences using familiar words and phrases to describe familiar objects, events, and experiences; using simple punctuation, and can demonstrate some control of basic grammar and spelling.

COURSE EXPECTATIONS:

Attendance

Students are expected to attend every class, including Fridays as applicable. In the case of absences due to emergency (illness, accident, death in the family), it is the student's responsibility to inform the instructor. Documented time (signing in) within the Learning Support Center will contribute to eligibility hours for post-testing, and has the potential to decrease the amount of time the student will have to spend to attain his/her goal. Students who show sporadic attendance will be placed at the bottom of the waiting list for the next session.

Progress

To make progress, a minimum of 9 hours of additional, independent work outside of the class is expected each week. Typical level progress occurs after 120 hours of instruction.

Students who have taken the same course level three times without making incremental progress towards the next level will be required to meet with the Intake Assessment Specialist to determine a further plan.

COURSE POLICIES:

Honor Code: Upon admission to HCC all students sign a pledge to uphold an honor system which holds the qualities of honesty and integrity in highest regard for the duration of their educational experience.

Services for Students with Disabilities: Students who have a disability are encouraged to identify themselves to the Disability Support Services (DSS) office as early as possible. Reasonable accommodations based on current documentation are provided to qualified students. Contact the Disability Support Services office at 240-500-2628 or at dss@hagerstowncc.edu to request accommodations.

This course is offered free of charge as a service to the community through a grant from the US Department of Labor, Licensing, and Regulation (DLLR). CASAS testing of each student is required as a provision of the grant at the start and end of each session.