



De Anza College, Fall 2023
ESL 261.02/ESL 461.02: Low Advanced Listening and Speaking

Instructor: Andrea Lee

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Class Day/Time: Tuesdays, 10:30 am. – 12:20 p.m.

Location: De Anza College, L28

Office Hours: Wednesdays, 9:00 – 9:50 a.m. via Zoom.

Welcome to ESL 261 (credit: 2 units) /ESL 461 (noncredit: 0 units)!

I am very happy that you are in my class, and I look forward to getting to know you during the quarter. Let's have some fun together while you improve your English listening and speaking skills. 😊

Whether you are taking the class for credit or noncredit, the course requirements will be exactly the same. The focus of this class is the improvement of your low advanced listening and speaking skills, pronunciation, and conversation skills. We will work as a class as well as independently, in pairs, and in small groups. Materials will include class handouts, online lectures, podcasts, TED talks, news reports and more. You should plan on spending at least four hours per week outside of class doing homework and reviewing and practicing class materials.

Prerequisite: To be eligible for this class, you must have completed ESL 251 or ESL 451 or received a qualifying score on the English as a Second Language Placement Test.

Required Materials:

- All class materials are shared in Canvas (free 😊).
- Access to a computer with audio and video capabilities as well as Internet access; you will also have to record videos for your discussion posts and upload them.
- An English-English learners dictionary. Recommended: Longman Advanced American Dictionary: www.ldoceonline.com.

Student Learning Outcomes

- Produce comprehensible low advanced spoken English on academic topics through one-on-one, group, and public speaking situations.
- Demonstrate listening comprehension of a variety of low advanced materials, including academic lectures, newscasts, dialogues and interviews by taking notes and answering questions.

Course Requirements

1. **Attendance:** Make it your goal to attend every class. **Attendance is required.**

If you are going to be absent for our first class meeting, you must notify me BEFORE our class meeting. If I do not hear from you and you don't attend the first class, I will assume that you are not interested in the class anymore and drop you. You may be dropped from the course or fail the class if you miss more than two class meetings for any reason during the quarter. Being late (or leaving early) twice equals one absence. **If at any time during the quarter you will have to be absent, please contact me BEFORE the class starts so that I can plan accordingly. Also plan on meeting with me via Zoom before our next class meeting.**

IMPORTANT: If you decide to withdraw from the course, please let me know AND drop the course in MyPortal so that you do not get a failing grade.

Homework, Assignments & Quizzes: There will be homework due before every class. Usually, you will have to listen to a recording, take notes and/or answer some questions. Most weeks, you will also have to post a recorded discussion post and reply to another student. **All homework assignments and class materials will be posted in Canvas.** Check Canvas frequently to make sure you are completing everything that is required. If you ever have any questions about what assignments are due, please contact me right away so that you don't fall behind. During most weeks, you will have to complete a short quiz during class that tests you on the listening that was due that week.

2. **Participation and Preparedness:** I expect you to do the following in preparation for and during class:
 - **Attend every class;**
 - **Come to our class meeting a few minutes before 10:30 a.m.** and be ready when the class starts;
 - **Be actively engaged** in what is going on during class;
 - **Ask for help** when you do not understand something;
 - **Work willingly and appropriately with your classmates** in pairs and groups;
 - **Listen respectfully** when others are talking;
 - **Do the homework before you come to class** and be ready to discuss it;
 - **Do only speak English** in class (this includes before class and during breaks).
Although I have great respect for your first language, the purpose of this class is to improve your *English* skills. You will do that most successfully if you speak English at all times while you are in class.
3. **No Make-Ups:** You **CANNOT** make up homework, quizzes, or exams unless you have an emergency that can be documented (for example a note from a doctor's office, a police report, etc.).
4. **My email and message response time:** I will respond to messages and emails received from Monday at 8 a.m. to Friday at 5 p.m. within 24 hours. In most cases I will respond a lot faster. From Friday at 5:00 p.m. until Monday at 8:00 a.m. as well as during holidays, my response time may be longer, up to 48 hours.

5. **Dictionaries** (Make sure you use an English-English dictionary and not a translated one). Here are some online dictionary options:

- Longman Advanced American Dictionary (www.ldoceonline.com/)
- Newbury House Dictionary of American Dictionary (<http://nhd.heinle.com/home.aspx>)
- Merriam Webster Collegiate Dictionary and Thesaurus (for native speakers; advanced) (www.merriam-webster.com/)
- Dictionary.com (www.dictionary.com)

6. GRADING:

In-class Quizzes	150
Recorded Discussions & Replies	200
Cornell notes	50
In-class participation assignments	50
Midterm	100
Final Exam	150
TOTAL	700

Grading Scale:

97%-100% = A+	93%-96% = A	90%-92% = A-	87%-89% = B+
83%-86% = B	80%-82% = B-	77%-79% = C+	70%-76% = C
69% - 0 = no pass			

7. ACADEMIC INTEGRITY:

You must complete all work by yourself. Cheating will not be tolerated. Examples of cheating include:

- Copying from another student (homework, quiz, exam, etc.).
- Having someone else complete your assignment.
- Using artificial intelligence (AI) to complete your assignment or parts of the assignment.
- Getting too much help on an assignment where the work no longer looks like your own.
- Using any translation device or program.
- Copying from the Internet, books, magazines, etc. without citing the source. This is called **plagiarism** and is considered a serious crime.

Any student caught cheating will receive an automatic 0 on the assignment and may be reported to the Office of Student Development. Students who help someone else cheat in any way will also receive an automatic 0 and may also be reported. If reported, the incident may remain as part of your permanent college record. Go to https://www.deanza.edu/policies/academic_integrity.html for more information.

8. **Extra Credit:** You can earn up to 35 extra credit points by enrolling in [Cross Cultural Partners \(CCP\)](#). To earn the full points, you will have to meet with your assigned partner at least five (5) times and document your meetings in the online system. In addition, you will have to submit a

short summary of each meeting at the end of the quarter in Canvas. Make sure you keep notes after each meeting. In the notes write down the date, from when to when you met, and write down what you talked about (about 5 sentences).

Example:

CCP Meeting Log

Sample Student

October 26, 2023

Steven and I met from 2 p.m. to 3 p.m. via Zoom. First, we talked about what we had done on the weekend. Steven talked about his hike at Rancho San Antonio, and he told me to go there because it is a good place to hike. Then we talked about the classes we are taking this quarter, and Steven told me that his physics class is his favorite class. Finally, we talked about our favorite TV shows, and I told him that I have been watching a lot of K Dramas with English subtitles, which is great reading practice for me (I don't know Korean).

IMPORTANT DE ANZA COLLEGE FALL 2023 QUARTER DATES:

Veteran's Holiday – no classes

November 10, 2023

Last day to drop with a "W"

November 17, 2023

Thanksgiving holiday – no classes

November 23 – 26, 2023

MIDTERM

TUESDAY, October 31 at 10: 30 a.m.

FINAL EXAM

TUESDAY, December 12 at 9:15 a.m.

→ DIFFERENT THAN CLASS TIME!

USEFUL CLASSES AND ON-CAMPUS SUPPORT SERVICES

1. Sign up for free English Conversation Workshops and tutoring at the [Listening and Speaking Center \(LSC\)](#).
2. Participate in the [Cross Cultural Partners \(CCP\)](#) program and make friends while practicing English.
3. [Guide to De Anza College's Student Services](#)
4. Attend in-person and Zoom workshops and tutoring sessions via the [Student Success Center](#).