EF06 OUTLINE
Suffolk Community College
Eastern Campus

Spring 2007

Prof. Kathleen Cash - McConnell
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Office: Orient 132

Course: EF06, Sec. 5674
ESL College Listening/Speaking II
Wed. 6 - 9pm
Classroom: Orient 110

Office hours:
Mon. 4 - 7pm
Wed. 10am - Noon
Thurs. 10am -2pm
Fri. 10am - Noon

I. GOALS AND LEARNING OUTCOMES FOR THIS COURSE:
Following models for academic discourse to discuss demographics, students will demonstrate 80% proficiency in recognition and usage, being able to

1. Respond to dictation of grammar strings and phrases frequently used in the domain of demographics.
2. Pronounce/respond to dictation of numerical terms.
3. Utilize correct word order of noun, adjective and adverb clauses.
4. Describe tables and graphs with vocabulary related to the subject domain in a coherent presentation.
5. Create slides, tables and graphs, using Excel and Power Point, to illustrate the main points and supporting details of a speech.

Using video taped segments of students involved in communicative activities, and a Microsoft program, we will follow specific rubrics to evaluate acquisition of the terminology, syntax and semantics of demographic discourse in:

1. written segments of oral presentations.
2. group negotiations, using target vocabulary/grammar
3. individual/team presentations with interpretation of demographic data

II. CRITERIA FOR PASSING THIS COURSE:
In order to successfully complete this course, students must receive an “S” (scale is 1 – 5) for each of the following tasks:

- Complete 7 hours of Skills Center assignments in Orient 233 and afterward, 7 hours in the Computer Center in 204/237, to work on the final presentation.
  - Students must complete the Skills Center hours (7) by March 17. The remaining 7 hours must be completed before the student’s final presentation
- Pronounce and respond to dictation of grammar strings/numbers/demographic terms.
- Use correct word order of noun, adjective, adverb clauses.
- Describe tables and graphs using appropriate academic discourse.
- Create effective slides, tables and graphs, using Excel and Power Point.
- Create and participate in team presentations.
- Critique performance from video tapings using a rubric.
- Participate in group discussions/negotiations.
- Use MS Word to write, and edit assignments, send them to the professor electronically, and store them on a flash drive.
- Create a coherent final project that describes a US city, its demographics, reasons for population shift, its growing or dying economy, its environmental challenges, and the impact on its infrastructure.

III The following are important for your success in EF 06:

A. GRADING: A scale of 1-5 will be used. 4 is equivalent to 80%. Students will be graded in this manner on the following, and must attain an average of 4 in order to pass this course:
   - Dictations
   - Group discussions with adherence to group rules
   - Pronunciation
   - Usage of targeted grammar
   - Interpretation of graphs/tables
   - 2 individual presentations, overall
   - 2 team presentations, overall
   - Microsoft Word submissions of text
   - Graphs/tables/slides created on Excel, Power Point
   - Self critiques (via rubric and narrative) of performance
   - Prompt submission of all assignments

B. ABSENCES: Maximum of 1, although you are expected to attend every class. Two absences may result in withdrawal from this course.

C. LATENESS: We begin PROMPTLY at 6:00 pm. You are responsible for all material covered in the time that you are not in class. Three lates=1 absence.

D. PREPARATION FOR CLASS:
   - Bring your EF06 materials to each class. Homework is due on the assigned date. Late homework will result in a lowered grade.

E. REQUIRED TEXT AND MATERIALS:
   - File cards, 5” x 4” for outlining talks
   - Loose leaf lined paper for submission of in-class dictations, lecture notes.
   - $3.00 for the VHS tapes on which your presentations will be videotaped.

Prof. McConnell will loan a quick/flash drive to each student, for work in this class ONLY. This device can store the images and Word documents that you will create for this course. Loss of the quick/flash drive will result in your paying me to replace it.

The flash drive is the property of Prof. McConnell at the end of this course

Prof. McConnell will provide the handouts you will need for text material for this course. There is NO text book for this course.
F. IMPORTANT DATES: No class on Mar. 21 (I will be at a conference) and Apr. 4 (spring recess).
Final class for this course: May 9

The following sequence is subject to change, as we coordinate our activities with the availability of the Library and Computer Lab staff. I will inform you when we will meet at those sites instead.

EF06 Class Syllabus

Week 1  Introduction to course; description of culminating project on demographics; orientation to lab materials: parsing academic phrasings in news article with numerical terms

Week 2  Review of word order in noun clauses; numerical terms; dictation of academic phrasings; rephrasing a narrative (A Grain of Rice) in preparation for a six minute team presentation; synonyms for 'said'

Week 3  Expressions of quantity: review of adjective clause word order and rules; videotaping of team presentations of A Grain of Rice

Week 4  Rubric evaluations of videotapes of team presentations; student evaluations of process of learning; review of adverb clauses / phrases and adverbs of frequency; dictation of adjective clauses; an introduction to interpretation of demographic tables.
Introduction to use of an overhead projector

Week 5  Videotaping of student presentations using an overhead projector; creation of demographic tables on Excel; dictation of adverb clauses and table phrases review of transitions and coordinating conjunctions;

Week 6  In-class critique of videos of overhead projection presentations, modeling rubric usage; dictation of transitions/coordinating conjunctions; interpretation of graphs; group negotiations for application of academic language i.e. numerical phrasing and implications of data. Outlining a presentation on a graph on MS in O-237 (save/submit on a quick drive for tracking changes inserting comments).
Week 7, 8

- Add graphs to previously submitted outline on diskettes.
- Individual conferences on progress.
- Group discussion of research project. Expanding the research

Week 9

- Introduction to Power Point (title slide, background, outline, importing graphs from Excel, importing visuals from internet).
- Individual conferences on demographic projects. Practice with a student-made Power Point presentation—facing the audience, timing the slides, critiquing slide quality, etc.
- Expanding the research with IL.

Week 10

- Practice with a student-made Power Point presentation—facing the audience, timing the slides, critiquing slide quality, etc.
- Expanding the research. Outline of speech for project.

Week 11

- Practice presenting parts of the Power Point project; computer tutorials in O-237 to refine presentations.
- Lesson on how to take and answer audience questions

Week 12, 13

- Video-tapings of individuals’ final presentations; group/individual critiques;
- Students submit final version of outline on MS and presentation on Power Point on quick drive and in hard copy

Week 14

- Student evaluations of process of learning.
- Students write a self assessment of progress.
- Individual conferences.
- Highlights of the semester’s edited performances on video.