Prof. J. Schmidt (schmidj@sunysuffolk.edu)
EF07 / Sect. W5728
Fall, 2004
Wed. 6:00-9:00
Room N-7

Required Text: Great Paragraphs (Second Edition)
Authors: Keith S. Folse, April Muchmore-Vokoun and Elena Vestri Solomon

All students must have and bring to class daily:
1. Great Paragraphs
2. 2 folders
3. A highlighter
4. An English dictionary
5. A thesaurus
6. A notebook (Neat-Sheet type)
7. Wite-out

Course Objectives:
The purpose of this course is to provide an opportunity for college students whose native languages are other than English to:

1. Approach writing as a process involving pre-writing, drafting, revising, editing, and proofreading.
2. Identify and use the conventions of American academic discourse (i.e., thesis statement, logical supporting details, etc.)
3. Create an effective topic sentence and write a unified and coherent paragraph with a topic sentence, supporting sentences and a conclusion.
4. Expand a paragraph into an essay with a thesis statement, supporting paragraphs and a conclusion.
5. Revise paragraphs and essays of narration, description, opinion and process.
6. Build on their vocabulary and display competence in vocabulary specific to the above-mentioned forms.
7. Identify and use idiomatic expressions, similes and metaphors in writing.
8. Self-edit more effectively.
9. Use the ESL/EFL Language Lab to improve writing mechanics. (Students may be asked to do specific work in the lab to address problem areas they are having. Students are also encouraged to visit the lab to receive individual tutoring. Tutoring is by appointment and is not counted toward lab hours).
10. Produce a completed writing folder twice during the semester with samples of the rhetorical forms studied.
Student Requirements for Successful Completion of the Course:

1. Attendance: no more than 2 absences are allowed. Please note that if you are late to class 2 times (or leave class early), it will equal 1 absence. The instructor reserves the right to withdraw (W) any student who exceeds the allotted absences. You must call the ESL office to notify your instructor that you will be absent. (631) 851-6518.

2. Assignments:
   a. ON TIME completion of all assignments. Absence will not excuse you from homework. Please take the telephone # of another student in the class.
   b. Participation in class. This means the student must come to class prepared with textbook, notebook, writing folder, writing assignment and homework.
   c. Your writing folder and completion of lab hours will determine your mid-term grade.

3. A student must receive passing grades on exams, tests and writing folder.

4. Completion of EF lab. NO EXCEPTIONS!
   a. Half of the hours for lab must be completed by the mid-term. This is part of your mid-term grade.

5. You must pass the final exam in order to pass the course.

Note: Plagiarism: is the act of copying someone else’s ideas or writing and taking the credit for it as if it were your own. College policy is strict on this. Please see the college handbook for more details.

Weekly Agenda:
Weeks 1-2: Introductions; A look at the paragraph; review of capitalization and punctuation.
Weeks 3-4: Pre-writing strategies; a detailed look at the parts of a paragraph; subject-verb agreement.
Week 5: The Process Paragraph: Sentence variety with compound sentences; fragments, comma splices and run-on sentences.
Week 6: Descriptive Paragraph; Use of similes/metaphors, the 5 senses; adjectives and exact word choice; spatial order and the uses of there is/there are.
Week 7: Narrative Paragraph: word forms and more on compound sentences.
Writing folder due and the completion of at least 7 hours of lab.
Week 8: Opinion Paragraph; complex sentences with adverb clauses and the use of modals.
Week 11: The essay: supporting and concluding paragraphs.
Week 12: The process essay. The narrative essay.
Week 13: The descriptive essay. The opinion essay.
Week 14: Review and final examination.
All writing folders must be complete before the student will be allowed to take the final examination. Writing folders will be collected the class before the final examination.

This agenda is subject to modifications if needed.

ESL Office- (631) 851-6518
Office hours: Please speak with your instructor in class to set up hours as needed.
Academic Skills Center, Room 100A.
Suffolk County Community College
Eastern Campus

Prof. J. Schmidt (schmidj@sunysuffolk.edu)
EF07 / Sect. E5728
Fall, 2004
Mon. 6:00-9:00
Room M-113

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2. Assignments:
   a. ON TIME completion of all assignments. Absence will not excuse you from homework. Please take the telephone # of another student in the class.
   b. Participation in class. This means the student must come to class prepared with textbook, notebook, writing folder, writing assignment and homework.
   c. Your writing folder and completion of lab hours will determine your mid-term grade.

3. A student must receive passing grades on exams, tests and writing folder.

4. Completion of EF lab. NO EXCEPTIONS!
   a. Half of the hours for lab must be completed by the mid-term. This is part of your mid-term grade.

5. You must pass the final exam in order to pass the course.

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Office- (631) 548-2559
Office hours: Please speak with your instructor in class to set up hours as needed.
Instructors: Prof. M. Kart / Prof. J. Schmidt
Intermediate IEP / Sect. 9391
Fall, 2004
Mon.- Thurs. 5:00-9:30
Room: M-A222

Required Texts:
Beyond True Stories: A High-Intermediate Reader
Author: Sandra Heyer

Blueprints 1: Composition Skills for Academic Writing
Authors: Keith Folse, M. Kathleen Mahnke, Elena Solomon and Lorraine Williams

Grammar in Context 2
Author: Sandra N. Elbaum

React-Interact: Situations for Communication
Authors: Donald R.H. Byrd and Iris C. Clemente

All students must have and bring to class daily:
1. All textbooks
2. 4 folders
3. An English dictionary
4. A sectioned notebook or separate notebooks for each skill.
5. Wite-out
6. A highlighter

I. Course Description
This is an intermediate course for students whose native language is not English. The course is designed to further the development of reading, writing, comprehension and expression skills. Students will read controlled selections, to enhance vocabulary and improve reading comprehension. Students will move beyond the controlled paragraph, to write well developed paragraphs with supporting details. Students will have the opportunity to react and discuss real life topics with a focus on improved communication skills and enhanced vocabulary.
II. Course Objectives

A. Reading Objectives:
   1. Develop reading strategies in these areas:
      a. Main Idea
      b. Imply / Infer
      c. Summarizing
      d. Predict outcomes
      e. Sequencing
      f. Cause and effect
      g. Organization
      h. Context clues
      i. Idiomatic expressions

B. Writing Objectives:
   1. Develop writing skills in these areas:
      a. Expressing ideas
      b. Mechanics of writing
      c. Rules of punctuation
      d. Construction of paragraphs
      e. Process writing

C. Comprehension / Expression Objectives:
   1. Demonstrate communicative competence through dialogues, problem solving activities and role play.
   2. Present individual and group reports.

D. Grammar Objectives:
   1. Present, Past and Future Simple tenses
   2. Present, Past and Future Progressive tenses
   3. Present and Past Perfect tenses
   4. Gerunds and Infinitives
   5. Modals
   6. Subject, Object and Reflexive Pronouns
   7. Nouns
   8. Active and Passive Voice

III. Student Requirements for Successful Completion of the Course

A. Attendance: students are not allowed to be absent for more than 18 hours of class (4 classes). If you miss any hours or classes after the allowed, it will put you in danger of failing the course. Please note that if you are late to class (or leave early) 3 times, it will equal one absence. The instructor reserves the right to withdraw (W) and student who exceeds the allotted absences. You must call the ESL office to notify your instructor that you will be absent. (631) 851-6518

B. Assignments: On time completion of all assignments. Absence will not excuse you from class work. Please take the telephone # of another student in the class.

C. Participation
D. Completion of lab hours (24 hours)
   a. 12 hours of lab must be completed by mid-term.
   b. 24 hours of lab must be completed by the final exam.
E. An average passing grade of 70% in quizzes, tests and assignments
F. Passing grade of 70% in mid-term examinations
G. Passing grade of 70% in final examinations.

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