

Practical English V

Winter 2006

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Tentative Class Schedule

- **December 26 (T):** Introductions, Syllabus, and Common Mistakes: Part 1.
- **December 27 (W):** Chapter 1, Making an Argument, and Common Mistakes: Part 2.
- **December 28 (Th):** Chapter 2, Topic Sentences, Common Mistakes: Part 3, and Outline Assigned.
- **January (T):** Outline Due, Chapter 3, Introduction and Conclusion, and Common Mistakes: Part 4.
- **January 3 (W):** Body Paragraphs, Chapter 4, Common Mistakes: Part 5, and Presentations assigned.
- **January 4 (Th):** Finding the Pieces of a Paper, Common Mistakes: Part 6, and Presentation Preparation day.
- **January 5 (F):** MAKE UP CLASS, Presentations
- **January 8 (M):** Presentations, and Rough Draft Assigned
- **January 9 (T):** Chapter 5-6.
- **January 10 (W):** Chapter 7-8, Rough Draft Due, and Final Draft Assigned.
- **January 11 (Th):** Chapters 9-10, Final Draft Workshop.
- **January 13 (S):** MAKE UP CLASS, Chapters 11-12, and Final Draft Due.
- **January 15 (M):** Group Activity
- **January 16 (T):** Final Writing and Listening Test

Grading

Grading will be based on the following items. A score of 70 points or higher is necessary in order to pass this class. An "A" will be awarded to students who have scores higher than 70 points. An "A+" will be awarded to students who have scores higher than 85 points. All four assignments must be completed in order to pass the class.

- **Final Writing and Listening Test:** 30 points
- **Presentation:** 30 points

- **Group work:** 10 points
- **Outline:** 10 points
- **Rough Draft of Your Paper:** 10 points
- **Final Draft of Your Paper:** 10 points

In addition to the above scores, students may also lose points for the following reasons:

- **Absence:** -8 points (4 absences fails the class). If you must be absent, please tell me at least one week in advance if possible. If you have an emergency, please give me a signed document proving your reason for absence.
- **Lateness:** -1 point for 15 minutes or less, -2 points for between 15 and 40 minutes, and -5 for more than 40 minutes late. If you miss a class activity, you lose all the points for that activity.
- **Class Participation:** Writing and speaking will be assigned in class. Students may lose points on these if they do not participate or if they do not follow the assignment correctly.
- **Poor Class Behavior:** Up to -10 points.
- **Late Assignments:** Homework is due at the beginning of the next class after it is assigned. Late homework results in a 2-point deduction per week.

Classroom Behavior

The following behavior is expected in class. Not following these guidelines or doing something else that is inappropriate for class will result in a deduction from the student's final grade.

- Students are expected to speak English in class.
- Students should not speak when the instructor is speaking, during tests, or during presentations.
- Students are expected to participate in all classroom activities.
- Students may not use cell phones in class.
- Bathroom breaks during class are allowed. Please get up quietly and return to class quickly.

Cheating

Cheating of any kind will not be tolerated in class. Students caught cheating during class will fail the assignment and possibly the class. Cheating includes (but is not

limited to):

- Cutting and pasting information from a website.
- Copying from a book, magazine, or other published work.
- Copying from a friend or other student, or receiving help from a native speaker.
- Using an online translation website.

REMEMBER: Copying only one line of homework or just one answer is still cheating and may result in failure of the course.

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