

Tennessee Technological University  
Department of Foreign Languages

Course Title and Section: English as a Second Language 1020  
Class Date Range: August 2021 – December 15, 2021  
Meeting Times: 7PM-8:30  
**Classroom: Oakley Hall**  
Credit Hours: Three  
Semester: 2021  
Instructor: Renee Morris  
**Email: smorris@tnitech.edu**  
**Office Hours: 5:00 PM – 5:30 PM on class days and by appointment.**

**Prerequisites:** ESL 1010

**Required Texts:**

Smalley, R. et. al. Refining Composition Skills: Academic Writing and Grammar. 6th ed. Boston: Cengage, 2012. Print. ISBN 1-111-22119-7

Carlock, Janine, et. al. The ESL Writer's Handbook 2<sup>nd</sup> Edition. Ann Arbor: U of Michigan Press, 2016. Print. ISBN-13-978-0-472-03707-0

**Course Description:** ESL 1020 is a study of style, syntax, and basic organizational patterns. Topics include audience, purpose, different perspectives, writing, editing, and revising. You will have reading and writing assignments necessary to successful completion of the course. *Additional small projects such as memorization, demonstrations, readings, and other work in the target language (L2) is expected. 1020 Coursework/ assignments/ projects are lengthier and more in-depth than 1010.*

**Objectives for ESL 1020:** The learner will have an enhanced proficiency in the English language in an academic setting primarily in the written mode but also in speaking and through relating ideas. Also, the learner will build knowledge of structures and vocabulary with the aim to improve writing skills for academic preparation and, whereas, the learner is prepared for and aware of the expectations in the writing classroom.

**Classroom Teaching Methods:** Through readings, writing assignments, projects, acceptable participation in all classroom discussions, productive peer-work, and the drafting/editing/revising/ feedback portion, and possibly other projects if deemed necessary by the instructor, the learner will have multiple opportunities for growth. *Students will be responsible for revisions based on feedback for improved grades. Revision based on various forms of abovementioned feedback is considered a vital opportunity for growth and learning and an important factor of instructor evaluation.*

**Topics to Be Covered:**

The writing process/composition and organization skills, learning idioms, and grammar. Writing at word, sentence, paragraph, and essay level, punctuation, syntax, connecting ideas, short speeches, and other projects.

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1020 Writings-To Be Determined Such As:

- \*1010&1020-The Narrative Paragraph
- \*1010&1020-The Descriptive Paragraph
- \*1010-The Expository Paragraph
- \*1010-The Informative Essay
- \*1010&1020-The Process Essay
- \*1020-The Cause and Effect Essay
- \*1020-The Argumentative Essay

**Course Work:** You are required to:

Read all assignments and complete assigned work within prescribed timeframes—Example: “Read Chapter 1 of Refining Composition Skills before Monday, Month, Day, Year,” or, “Before the next class.” In this example, it means you should read all of Chapter 1 before the stated date or class. Always ask if you have questions.

Conduct oneself in a positive manner at all times—It is extremely important the student is aware that the use of any digital devices and technology will be authorized for specific occasions. Furthermore, emails, zoom conferences, and other online platforms such as iLearn constitute a classroom environment. Complete assignments, revisions, and other prescribed activities or assignments within prescribed timeframes, online or otherwise. Non-participation, non-preparedness, incomplete work, late work, sloppy work, work that does not adhere to the guidelines in the syllabus, or to the instructions provided for individual assignments, will adversely affect grading for the course.

**Required Materials:** Students are expected to bring all textbook to class every class period. This expectation includes 8x10 lined, loose-leaf paper, writing instruments, and charged laptops to class. Please-no spiral-bound paper.

**Grading and Revision Policy**-Assignment Breakdown:

Participation*	20%
Feedback*	30%
Homework, Preparedness	30%
Essay I-(revised)	5%
Essay II -(revised)	5%
Essay III-(revised)	5%
Essay IV-(revised)	5%

**\*Participation:**

As this is a language class, it is your utmost responsibility to check your emails regularly (once DAILY) from your TTU professors. It is expected that you read (and respond to) and follow the instructions in emailed assignments using *only* your TTU email. Failure to do so will result in a lower grade. If you have any questions regarding any communication, it is the learner’s responsibility to ask for clarification immediately. Due Dates are critical for staying on track. Past-due/ late work affects grades.

**\*Feedback:** When you receive feedback, it is your responsibility to complete the assigned revisions and make them. Late assignments are ineligible for higher score but will be marked for the benefit of the learner. ***This is to be fair to students who turn in work on time.***

To be considered for grading ALL work must:

- be submitted as a REPLY to the assignment email OR *as instructed*.
- be submitted within the timeframe/Due Date as a REPLY to the assignment email or *as instructed*.

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### Tennessee Technological University Grading System:

Points Earned	Grade
90-100	A
80-89	B
70-79	C
0-69	F

**Assignments:** All assignments must be submitted to me within the timeframes indicated in the assignment. There is no “make-up” work with a grade higher than 70 as this *is not fair* to those students who do turn in work on time. *All work is turned in - for final evaluation- at the end of semester with all the proper corrective actions --including editing and revising-- completed.*

**Plagiarism:** In your writing, when you summarize, paraphrase, or quote someone else’s words or ideas, you must cite your source. You should be especially careful to avoid plagiarizing internet sources (for example, Google, email, chat rooms, web sites, or discussion groups). It does not matter whether you “borrow” material from print sources, from the internet, from online databases, or from paid external sources. Failure to cite your source is plagiarism. Students who plagiarize may receive the lowest grade for an assignment or an “F” for the course, depending on the severity of the infraction. Please see me with any questions about plagiarism. At the university level, students can be expelled. Plagiarism is cheating.

**Attendance:** Regular attendance is considered by your presence in every class. You are expected to check your TTU email daily at the minimum. Promptly responding to emails that ask questions, request information, give assignments, etc., is considered essential to success in this course. Questions or answers to questions need to be submitted in a timely fashion- it is expected as a university student that email is checked and responded to daily. Students missing more than four assignments will receive a failing grade for the course. If an assignment is turned in late, the highest grade given can be a 70. *If you have extenuating circumstances, such as illness, please contact me as soon as possible.*

**Classroom rules:** The instructor has the primary responsibility for control over “classroom” behavior and maintenance of academic integrity. The instructor can and will “remove” from the classroom any student engaged in disruptive conduct or conduct which violates the general rules and regulations of the university. Disruptive behavior is defined as, but is not limited to, behavior that obstructs or disrupts the learning environment (offensive language, harassment of students and professors, repeated outbursts from a student which disrupts the flow of instruction or prevents concentration on the subject taught, failure to cooperate in maintaining “classroom” decorum, etc.) or the continued use of cell phones, ear buds, electronic or other noise or light-emitting devices which disrupt others (distracting or disrupting noises from cell phones, ear buds, lap top computers, games, etc.). We will all do our best to always maintain a positive “classroom” environment!

**Note:** Essays and other written work will be marked according to a set of criteria that evaluates content, format, and grammar. Each assignment will have its own special requirements. Failure to meet minimum requirements, such as word count, source page, assigned topic choice, or any other critical element of the assignment will result in possible failure or at most a grade of 70.

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The best way to prevent this is to attend class and read emails fully and carefully and *follow all the instructions*.

**Email: You must use your TTU email account and no other.** This is the only email account you are to use for this class. Your TTU email is the official communication channel between the college and students.

Disability Accommodations: Students with a disability requiring accommodations should contact the Office of Disability Services (ODS). An Accommodation Request (AR) should be completed as soon as possible, preferably by the end of the first week of the course. The ODS is located in Roaden University Center, Room 112; phone 372-6119.