Welcome to “Earth Laughs in Flowers”!
This is a learning community of ESL 262 and ESL 263. In this learning community, you will all take both classes together, so you can get more support and make more friends. You will also get two teachers and a counselor to help you succeed. All of the reading, writing and discussion will focus on a theme. Our theme is the environment, and we will contemplate several questions about the future of our world.

Required Texts

- *Grammar Troublespots*, Raimes, Ann
- Course Reader available at the Bookstore
- Class packet provided by the instructors
- a novel (Don’t buy a novel until you are put in a novel group.)
- *Longman Advanced Dictionary* (English only, no electronic devices)
Required Materials
- standard 8.5 X 11 inch, college ruled paper
- highlighters: yellow, orange and green
- a stapler
- 1 packet of 3x5 index cards

Suggested Texts
- a college level thesaurus

Reading, Writing and Grammar
In this learning community, you will strengthen your reading, paragraph writing and editing skills. You will do this by reading articles from our text, reading a novel, studying sentence structure from an editing book, and writing paragraphs. You will read, study and write outside of class, and work with your classmates in class. In order to be successful in this course, you must spend a great deal of time on your homework, at least 14 hours a week.

Turnitin.com
All final drafts of writing assignments must be submitted to Turnitin.com before the start of class on the day the assignment is due. **If it is not submitted, you will receive a zero. You cannot turn it in late to the website.** Instructions are in this packet.

Novel Project
In groups of four or five, you will read a novel related to nature or the environment and do a novel project with your group. You will do a presentation on your novel at the end of the quarter. More information will be given in class.

Field Trips and Reflection Journals
We will take three field trips, one to the Environmental Studies Area outside the Kirsch Center, one to Rancho San Antonio Open Space Preserve, and one to Whole Foods. You will write reflection journals about your experiences.

Class Collaboration
In this class, you will be working with your classmates every day on reading, exercises and writing assignments. You must depend on each other to be successful. Be courageous and proactive—ask your classmates for suggestions and advice! Be kind and generous—give your classmates help and support!

English Only Please!
Although we 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 during class. If you speak a language other than English, you will have to buy the whole class coffee at Starbucks.
**Extra Help**
If you feel you need extra help, go sooner rather than later. The longer you wait, the more work you will have to do.

**Writing and Reading Tutoring** in ATC 309  
**Math, Science and Technology Tutoring** in ATC 305  
**General Subject Tutoring** in ATC 305  
**Listening and Speaking Center** in ATC 304  
**Skills Courses and Workshops** ATC 302

**Attendance**
You must come on time to every class. If you miss more than two class meetings for any reason, you will be dropped from the class, receive a “W” or fail the class, depending on the day of your third absence. Four late arrivals to class will count as one absence.

If you stop coming to class or decide to drop it, YOU MUST DROP THE CLASS YOURSELF EITHER ONLINE, BY PHONE, OR BY VISITING ADMISSIONS & RECORDS, otherwise you will receive an F at the end of the quarter.

If you do miss a class, it is your responsibility to contact your classmates or us, get the assignments for the following class and come to class prepared. You may find it helpful to get the names, phone numbers, and email addresses of two classmates. However, you are not required to give this information to anyone.

<table>
<thead>
<tr>
<th>Classmate #1</th>
<th>Name ___________________________</th>
<th>Phone ________________</th>
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<tbody>
<tr>
<td></td>
<td>Email __________________________</td>
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<table>
<thead>
<tr>
<th>Classmate #2</th>
<th>Name ___________________________</th>
<th>Phone ________________</th>
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<tbody>
<tr>
<td></td>
<td>Email __________________________</td>
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**Grading**
Please keep a record of your own points, so you can estimate your grade at any time.

<table>
<thead>
<tr>
<th>ESL 263</th>
<th>Percentage</th>
<th>Your Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Writing Assignments</td>
<td>75%</td>
<td></td>
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<tr>
<td>Editing Quizzes</td>
<td>15%</td>
<td></td>
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<tr>
<td>Collaboration</td>
<td>5%</td>
<td></td>
</tr>
<tr>
<td>Homework (reflections, grammar homework, etc.)</td>
<td>5%</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>100%**</td>
<td></td>
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</tbody>
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**Plus Passing Portfolio**
<table>
<thead>
<tr>
<th>ESL 262</th>
<th>Percentage</th>
<th>Your Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summaries</td>
<td>20%</td>
<td></td>
</tr>
<tr>
<td>Novel Quizzes and Presentation</td>
<td>20%</td>
<td></td>
</tr>
<tr>
<td>Homework (Novel Project wkshts, outlines of readings, vocab cards)</td>
<td>15%</td>
<td></td>
</tr>
<tr>
<td>Vocabulary Quizzes</td>
<td>10%</td>
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<tr>
<td>Midterm</td>
<td>15%</td>
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<tr>
<td>Final</td>
<td>20%</td>
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</tr>
<tr>
<td>Total</td>
<td>100%</td>
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</tbody>
</table>

If you miss more than two class meetings for any reason, you will be dropped from the class, receive a “W” or fail the class.

**Grading Scale**
95-100=A, 90-94=A-, 87-89=B+, 84-86=B, 80-83=B-, 77-79=C+, 73-76=C, 0-72=no pass

**Portfolio**
To pass ESL 263, students must pass both the class of ESL 263 and pass a portfolio of their written work. Only students who are passing ESL 263 submit the portfolio. More information will follow.

**Missed Exam/Quiz and Late Paper Policy**
No make-up exams or quizzes will be given. No late papers will be accepted. The only exceptions are if a dinosaur blocks the door of your house or you get stuck in a snowstorm on Highway 85. If you have a serious problem, email Michelle or Kelly as soon as possible.

**Plagiarism**
If you turn in any work that is not your own or copy anything from anyone or anywhere, you will automatically fail the assignment/exam/quiz and may be dropped from the class or fail the course.

**Disruptive Behavior**
De Anza College will enforce all policies and procedures set forth in the *Standards of Student Conduct* (see catalog). Any student disrupting a class may be asked to leave that class. Administrative follow-up may result.

**Cell Phones**
Please don’t use any communication device during class. No emailing or texting during class. Don’t even read emails or texts. If your cell phone rings during class, you will have to bring cookies to the next class meeting for everyone. If you are a caretaker, please put your phone on vibrate.
Important Dates
Saturday, Jan. 21st  Last day to add most classes
Saturday, Jan. 14th  Last day to drop for a refund (out of state and foreign students)
Saturday, Jan. 21st  Last day to drop for a refund (resident students)
Saturday, Jan. 28th  Last day to drop a class with no record of grade
Friday, Feb. 3rd    Last day to request a class be changed to Pass/No Pass
Friday, March 2nd   Last day to drop with a "W"
Monday, Jan. 16th   College closed - MLK, Jr. Day
Friday-Monday, Feb 17-20th College closed - President Weekend (Lincoln and Washington)

Final Exam
ESL 262:  Friday, March 30th, 9:15am-11:15am
ESL 263:  Wednesday, March 28th, 7am-9am

Office Visits
Please come see us if you have any questions, problems, or just need a little extra help. Come see us early, before a small concern becomes a big concern! If you cannot come to our office hours, we can arrange another time.

A Final Note
By the end of this quarter you will be a better English reader and writer. Improving your English skills does not come without effort. If you put maximum effort into your work, you will be surprised at how much progress you can make. Don't worry; you don't have to do it alone. Your classmates and teachers are here to help you. Together we can accomplish great things. So, let’s get busy, work hard, and enjoy the quarter!