

# Course Information

## ESL 261/461– Low Advanced Listening and Speaking

De Anza College

Instructor: [Marcy Betlach](#)

Office hour: Tuesday, 1:30-2:30 and by appointment

### Welcome to ESL 261/461!

This class will help you improve your English communication skills so that you can be more successful in school, work, and your personal life. We will work on listening, speaking, pronunciation, and note taking skills. We will learn together using an online language learning platform and in-class videos. You can expect at least 4 hours of homework every week, so be sure to make enough time in your schedule to finish the assignments. I will be available on Zoom for anything you need!

### Student Learning Outcomes

- Produce comprehensible low advanced spoken English on academic topics through one-on-one, group and public speaking situations.
- Demonstrate listening comprehension of a variety of low advanced materials, including academic lectures, newscasts, dialogues and interviews by taking notes and answering questions.

### Zoom Class Meetings

We will meet online using Zoom, an online video conferencing platform. These class meetings are **required**.

To log in to our Zoom classes, just open Canvas and click on Zoom in red in the left menu. Then you will see a scheduled meeting and just click on the link.

You don't need a Zoom account.

Here is the technology you need for our Zoom class meetings:

1. A desktop **computer** or **laptop**.
2. It must have a **camera** and **microphone** that work.
3. It must be connected to the **internet**. WiFi is okay if it works well.

## Required Online Access Code

We will use an online language learning platform called *English Central*. I will show you how to buy the access code and register during the first day of class.

Note: **If you are in the EOPS Program and have book funds from De Anza Financial Aid**, please buy your access code with your own credit/debit card. Then send me an email, and I will explain how to get reimbursed (your money back).

## English Central online language learning platform

Goals (homework) will be assigned each week, which will include listening, speaking, vocabulary and quizzes. Pay attention to the ending day and time. If you miss the ending time of your goal, it will automatically close, and you will lose those points. You cannot make up English Central assignments! Look for your weekly goals in your English Central account.

## Flip Video Discussions

You will use Flip for video discussions. You will be able to post videos, see your classmate's videos and respond to your classmate's videos. You will just click on a link in a Flip assignment that I will post for you. Flip is pretty easy to use after you try it once or twice.

## Conversation Partners

You will be matched with a conversation partner from this class. You will meet with your partner regularly throughout the quarter to learn about each other, share cultures and practice your skills. You can meet in-person or on Zoom.

## Class and Break Out Room Discussions

In addition to class discussions, you will work with partners and small groups in Breakout Rooms during our Zoom classes. If you participate and speak up in your groups, you will improve more and have more fun!

## Academic Word List

The [Academic Word List](#) is a list of 570 word families that you will need to be successful in your college work. I recommend you study these words every chance you get.

## Online Learner's Dictionaries

Use these ESL online dictionaries. They are much better than bilingual dictionaries or English dictionaries for native speakers.

- [Learnersdictionary.com](#)Links to an external site.
- [Longman Dictionary of Contemporary English Online](#)Links to an external site.
- [Oxford Learners Dictionaries](#)Links to an external site.
- [Collins Dictionary](#)Links to an external site.

## Contacting Classmates for Help and Study Groups

You can contact each other through the "Inbox" in Canvas. The icon is in the black sidebar on the left. You can set up Zoom meetings to help each other, study together or just to socialize and practice your English! You can set up a free Zoom account at [Zoom.us](#)

## Attendance and Quiz Policy

If you **miss more than two classes**, you will be **dropped from the class**. Depending on when you are dropped, you will get a "**W**" (withdrawl) or a "**NP**" (no pass/fail). Arriving late and leaving early will be added towards absences.

You will be allowed to **make up one quiz** only if you have a valid (good) reason for being absent. Valid reasons include an invitation to have lunch with President Biden or a job offer at Google. If you have a serious problem, email me as soon as possible. **You cannot miss the final exam.**

## Grading

- *English Central* - 20 points
- Flip video discussions - 20 points
- Conversation Partners - 10 points
- Class and breakout room discussions - 10 points
- Quizzes and assignments - 20 points
- Final Exam - 20 points
- **Total: 100 points**

Grading Scale:

90-100=A, 85-89=B+, 80-84=B, 75-79 = C+, 70-74=C, 0-69=no pass

## Extra Help

[Student Success Center](#): Individual tutoring, small group workshops and ESL software.

- [Writing and Reading Center](#)
- [Listening and Speaking Center](#)
- [Online Tutoring](#)Links to an external site.

## Accommodations for Students with Disabilities

Any student who feels s/he may need an accommodation based on the impact of a disability should contact me privately to discuss your specific needs. Please contact [Disability Support Services](#)[Links to an external site.](#) to coordinate reasonable accommodations for students with documented disabilities.

## Plagiarism

If you turn in or present any work that is not your own or copy anything from anyone or anywhere, you will automatically fail the assignment/exam/quiz and may fail the course. This includes Flip video discussions. You cannot copy or borrow anything. **You cannot use a translator or any kind of AI.** Everything must be your own work.

## Texting and Social Media

When we are in our Zoom classes together, please focus on the class. Please do not text, check email, use social media, use apps, or watch cat videos. It is more polite and productive for all of us if you give us your attention.

## Email Etiquette (rules for polite behavior)

When you email me or any instructor, include complete information.

**Subject line:** "ESL 261, Flip assignment #3"

**Name:** "Hi! This is Taylor Swift."

**Class:** "I am in your ESL 261 class."

**Sign at the end:** "Thank you, Taylor" or "Regards, Taylor"

If you are replying to a message, always include the email thread (previous email messages).

## English Only Please

Although I 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 get caught speaking a language other than English, you will have to sing us a song in English on Zoom.

## Important Dates

[Click here](#)[Links to an external site.](#) for important dates

## Office Visits on Zoom

I would be happy to meet with you if you have a question or need some help. Please check my office hours in the Office Hours Module. If any of those times don't work for

you, email me and we will set up an appointment for a different time! To join my office hour, just click on the link in the Office Hours Module.

## A Final Note

By the end of this class you will be a better English communicator! Improving your English 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 I are here to help you. Together we can accomplish great things. So, let's get busy, work hard, and enjoy the quarter!