

**College Readiness Lab, De Anza College,  
ESL 226: Practice with Essay Writing  
Course Information Sheet, Spring Quarter, 2009**

**Lab Teacher (RTA):** \_\_\_\_\_ **Day:** \_\_\_\_\_ **Time:** \_\_\_\_\_ **Room:** \_\_\_\_\_

**REQUIRED TEXTS**

1. ESL 226 Student Packet (available at the bookstore)
2. Highly Recommended: An English-to-English dictionary for language learners, such as *the Longman Advanced American Dictionary*

**COURSE DESCRIPTION:** This is a 1/2-unit lab course required as part of your ESL 273 class, providing you with additional practice in essay writing. The course focuses on the grammar and writing skills needed in college to express complex ideas. In this course, you will also have the opportunity to receive feedback from your teacher and peers in a small group setting. **You must have passed ESL 273 or be enrolled in ESL 273 by the end of the second week of class or you will be dropped from the lab.**

**ATTENDANCE AND LATE POLICY:** ESL 226 meets once a week for 50 minutes. The absence policy is very clear: **You will be marked fully absent when you miss more than 10 minutes of class. If you receive more than two (2) absences, for whatever reasons, you will be automatically dropped from the course.** Note: Please do NOT call in to report an absence unless you wish to schedule a make-up class. A make-up class is allowed **(a) only once, and (b) only if you make arrangements in advance at the desk.**

**ASSIGNMENTS:** In ESL 226, there are three short writing assignments, which will be done following a process approach. That is, you will write a draft, receive feedback, and then rewrite. You will also have three in-class quizzes. All assignments add up to 100 points; **you must earn 75 points to pass ESL 226.**

<u>Writing Assignment #1</u>	<u>Writing Assignment #2</u>	<u>Writing Assignment #3</u>	
<b>First Draft: 5 pts</b>	<b>First Draft: 5 pts</b>	<b>First Draft: 5 pts</b>	
<b>Final Draft: 15 pts</b>	<b>Final Draft: 15 points</b>	<b>Final Draft: 15 pts</b>	
<b>Quiz #1: 10 pts</b>	<b>Quiz #2: 10 pts</b>	<b>Final Quiz #3 20 pts</b>	<b>Total pts. for class: 100</b>

All your homework and writing assignments are in the *ESL 226 Student Packet* available at the bookstore. **Please bring the packet to class every week** and be sure to complete all the assignments.

**DROPS:** If you must drop a lab class, it is your responsibility to take care of the appropriate paperwork with the Admissions and Records Office.

**NOTE:** All written and graded materials, including writing topics and quizzes, remain the property of the Readiness Lab. No student may retain or photocopy writing materials, or quizzes.

**IMPORTANT DATES**

<b>Monday, April 6:</b>	First Day of Quarter
<b>Friday, Apr. 17:</b>	Last Day to drop for fee refund
<b>Monday, May 25</b>	Memorial Day Holiday
<b>Friday, May 29:</b>	Last day to drop with a "W"
<b>Friday, June 26:</b>	Last Day of Quarter

**ESL LAB INSTRUCTIONAL STAFF:**

<b>ESL Faculty of Record:</b>	Christine Chai
<b>Reading/ESL Instructional Associate:</b>	Jackie Kritzer (408) 864-8980

## **Plagiarism**

In many cultures, students memorize the ideas and words of scholars and recite or present them as a sign of learning. Also, having friends or relatives do school assignments for you may be considered a sign of friendship or loyalty by some people. But in higher levels of education, this is not acceptable. In high-level academic courses, students may use the ideas and words of scholars and experts to support their own claims, but credit must be given to the original author. If not, this becomes a form of plagiarism, which is cheating.

Here are two examples of plagiarism, which apply to ESL 226:

1. Using someone else's paper as if it were your own, or using someone else's ideas as if they were your own is plagiarism. Most of you would not turn in a friend's paper with your name on it (instead of your friend's), but you also need to know that a paper or *parts of a paper* downloaded off the Internet is a plagiarized paper. Also, check with instructors about handing in the same paper for two different courses.
2. Getting someone (a friend, family member, or tutor) to correct your sentence structure and grammar before you turn in an assignment is plagiarism. You must understand that getting help with grammar is an excellent idea, but the tutor or friend should *guide* you to find and correct errors by yourselves; they should *not* correct the errors for you. When someone else does this to your paper, they have rewritten it in their own words, not yours. More importantly, you do not learn how to self correct, which is an important academic skill.

### **ESL 226 PLAGIARISM POLICY:**

Most students are honest and would never think of cheating. In addition, your Lab instructor reads your in-class writing and your take-home writing in all stages of development, so he or she gets to know your writing well. However, some students become afraid that they are not going to pass, so, under pressure, they cheat.

If your Lab instructor suspects that the writing you have handed in is not 100% yours, you will be required to prove that the writing is indeed your own. If you cannot prove this in a satisfactory way, you will automatically receive an NP (Not Pass) in ESL 226 and you may be subject to disciplinary action according to the California State Educational Code (#76130).