

EAP 1520C

HIGH INTERMEDIATE READING FOR ENGLISH LANGUAGE LEARNERS

SUMMER 2024 Online

CRN 30549

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Course Description & Objectives

EAP 1520C: HIGH INTERMEDIATE READING FOR ENGLISH LANGUAGE LEARNERS (3 credit hours)

Prerequisite: Demonstration of required level of English proficiency or minimum grade of C in EAP 0420C. Students develop ability to comprehend longer texts on a variety of academically-related topics by applying appropriate reading strategies. Competencies: 1) improving English vocabulary; 2) locating key concepts; 3) reading critically; 4) reading a variety of materials, such as texts, periodicals, journals, and electronic materials; 5) reading to enhance personal life; and 6) developing effective study habits.

Required lab work is a component of this course. A departmental final exam is required. Minimum grade of C is required for successful completion. College credit may apply.

Other Objectives

In addition to specific EAP objectives, the course will reinforce the following competencies wholly or partially.

Valencia Competencies

Valencia has defined four interrelated competencies that prepare students to succeed in the world community: (1) think, (2) value, (3) act, and (4) communicate. The college catalog outlines these competencies. The activities in this course will further develop your mastery of the four core competencies.

CLAS

Evidence of College Level Academic Skills (CLAS) is a graduation requirement. To the extent possible, you will be encouraged to develop reading skills, essay skills, and English language skills as part of your work in this course. Additional information is available in the current Valencia College Catalog.

Course Calendar

Week and Dates	Assignments
Week 1 May 6-12	Course Orientation and Essentials Week #1 Module Quiz Register for MyELT: EAP 1520C SUMMER 2024 ONLINE (CRN 30549)
Week 2 May 13-19	Reading Explorer 4, Unit 7A Register for MyELT MyELT, Unit 7A
Week 3 May 20-26	Reading Explorer 4, Unit 7B MyELT, Unit 7B
Week 4 May 27-June 2	Reading Explorer 4, Unit 1A MyELT, Unit 1A

Week and Dates	Assignments
	Reading Comprehension Test #1 (Units 7A and 7B)
Week 5 June 3-9	Reading Explorer 4, Unit 1B MyELT, Unit 1B
Week 6 June 10-16	Reading Explorer 4, Unit 3B MyELT, Unit 3B Reading Comprehension Test #2 (Units 1A and 1B)
Week 7 June 17-23	Reading Explorer 4, Unit 3A MyELT, Unit 3A
Week 8 June 24-30	Reading Explorer 4, Unit 5B MyELT, Unit 5B
Week 9 July 1-7	Reading Explorer 4, Unit 11A MyELT, Unit 11A Reading Comprehension Test #3 (Units 3B, 3A, & 5B)
Week 10 July 8-14	Reading Explorer 4, Unit 8A MyELT, Unit 8A
Week 11 July 15-21	Reading Explorer 4, Unit 11B MyELT, Unit 11B
Week 12 July 22-26 (MONDAY-FRIDAY)	Reading Explorer 4, Listening, National Public Radio Reading Explorer 4, Unit 11, Video Reading Comprehension Test #4 (Units 11A, 8A, and 11B)
Week 13 Final Exam July 27-30 (SATURDAY-TUESDAY)	Final reading comprehension exam (Available Saturday, July 27, at 12:00 A.M., to Tuesday, July 30, at 11:59 P.M.)

Disclaimer

Changes in the syllabus may be made at any time during the term by announcement by the instructor; a revised syllabus may be issued at the discretion of the instructor.

Required Texts and Materials

For EAP 1520C, you are required to purchase the textbook below through the Valencia College store. See the instructions below. If you haven't already, purchase your textbook immediately as we will begin assignments from the first week of class.

Purchase your textbook through the Valencia College store so that you will be sure to have all of the required course materials.

Important Note

Students who choose to purchase their course textbook(s) from a third-party vendor outside of the Valencia online store are responsible for any returns, refunds, exchanges, or missed assignments due to having purchased incorrect textbooks and/or software access codes for access to online workbooks. Any additional costs, shipping, etc. are also the student's sole responsibility. Purchase course textbooks for your EAP classes from Valencia's online store in order to avoid additional costs or delays and to avoid having the incorrect course textbooks, which could lead to missed or incomplete course assignments.

Required Textbook

Reading Explorer 4, 3rd edition, with Instant Access Code to the MyELT Online Workbook for Reading Explorer 4, ISBN 9780357124734



Required Materials

1. access to a computer or tablet
2. a reliable Internet connection
3. paper or a notebook for class notes
4. writing utensils including ink pens and a highlighter

Suggested Materials

1. a dictionary to look up unfamiliar vocabulary while reading and writing

Purchasing Your Textbook

To purchase the textbook for this course, go to

<https://valenciacollege.textbookx.com/institutional/index.php>.

You can also click on "Online Bookstore" in the course navigation panel to the left in the course navigational panel on Canvas.

If you require assistance, click on "Online Bookstore Help" in the course navigation panel.

Course Communication

Email Communication

Email to your instructor is considered formal communication; it is not texting. Therefore, when submitting messages, follow the guidelines for netiquette and course communication, which you will read about below and in the page "Guidelines for Course Communication and Netiquette" in the course on Canvas.

Monday through Friday, I monitor my email and the course regularly. I will reply to emails within 24 hours Monday through Friday (Friday on the next business day) with the exception of official holidays and when Valencia College is closed. I will respond to email messages that are sent after 5:00 P.M. on Friday, that are sent over the weekend, or that are sent on holidays on the following business day. Therefore, be sure to contact me prior to Friday at 5:00 P.M. with any questions.

Email me through the Canvas Inbox (in the global navigation menu at the lower left corner of the course in Canvas) or through Valencia College Outlook (available through Atlas) at wwish@valenciacollege.edu. I will not read or respond to and will delete any email sent from any other email account.

You can also use the "Ask Your Instructor a Question" link in HELP in the global navigation menu in Canvas to send a message.

Check your Canvas e-mail regularly for course information. Check your email in the Canvas system or set notifications to your preferred method of contact to receive email notifications. See [How do I manage my Canvas notification settings?](#)

Email me with questions about assignments in a reasonable time—at least two to three days—BEFORE an assignment is due so that there is time to resolve any issues. Once the deadline of an assignment has passed, it is not possible to extend the deadline, and I will not be able to assist. Do not wait until the last minute to complete assignments in case you encounter any issues.

Office and Learning Engagement Hours

- On Campus (West campus)
 1. T | 1:45-2:45 PM in 5-227
 2. W | 1:45-2:45 PM in 5-213
- via Zoom (appointment necessary)
 1. M and R | 10:00 AM-12:00 PM
 2. M and R | 4:00-5:00 PM
 3. F | 10:00-12:00 PM

Per request, I am available to meet on Zoom during the learning engagement hours listed above and also outside of those hours. Email me to request a meeting.

Announcements

Announcements will be posted in Canvas. The instructor will notify students of changes to the course work or highlight important information through announcements. It is the student's responsibility to read any course announcements for important information about assignments or class concerns. The announcements will appear on your Canvas dashboard when you log in and can also be sent to you directly through notifications.

Netiquette

When communicating in the course or when posting assignments or information in the course, it is important to interact with the professor and other students appropriately and effectively. This is called netiquette. There is information on guidelines for course communication and netiquette in the Week #1 module in the course on Canvas.

Attendance Policy

First-Week "No Show" Status

Class attendance is required beginning from the first day of the semester.

In order to determine attendance in a course and in order to remain in the course, students are required to complete the designated assignment by the scheduled due date within the first week of classes. You will see this assignment in the Week #1 module.

Students who do not actively participate in an online class by submitting the graded assignments by the scheduled due date during the first week of classes will be marked "No Show" and will be officially withdrawn from the class during the No-Show Reporting Period from May 15-24, 2024. There are no exceptions. The student will be financially responsible for the class and a final grade of "WN" will appear on his/her transcript for the course.

To receive a refund for a course, you must withdraw from the class in Atlas by the Drop-Refund Deadline of Monday, May 13, at 11:59 P.M. After that date, refunds will not be issued.

Class Attendance

Students are expected to know a professor's specific attendance policy as stated in the syllabus of each professor's course.

You are required to attend the online classes for which you are registered. Regular class participation is a significant factor that promotes success in college. For online courses, attendance is determined by consistently logging in to the course, accessing the course content, and completing course assignments in accordance with the syllabus. See Valencia College's attendance policy at [6Hx28: 4-7: Academic Progress, Course Attendance and Grades, and Withdrawals](#).

Excessive Absence

In the event of absence from a course or the inability to participate in a course for more than one week, you should contact your professor as soon as possible to discuss your standing in the course and to discuss a plan for your possible continuation in the course, if advisable and practical. Also, if your absences in this course become excessive by not completing assignments for one week, your professor may contact you indicating that further absence may result in your withdrawal from the course.

Course and College Policies, Assignments, and Expectations

Participation

Your active participation is necessary in order to develop proficiency in the English language. To be successful in your learning, you must regularly access the course on Canvas. Stay focused on the assignments, carefully read and follow the instructions of all assignments, complete all course assignments on time, be polite to and considerate and respectful of other students and the instructor, and be prepared to share your ideas.

For your success in the course, have and refer to your texts and materials, take notes and refer to them when completing course assignments, apply what you learn to the assignments, follow professional class standards and behavior, and stay on task.

Assignment and Attendance Guidelines for Success

In this course, you will experience a variety of learning activities to provide practice in the course learning outcomes. To have the most meaningful learning experience, it's important to connect what you learn to the expectations of the real world. This means that active participation, timely submission of assignments, and ongoing dialogue are necessary for you to be successful.

The ability to meet deadlines, to be punctual, and to communicate with instructors and other students—and also supervisors at work—when we cannot meet a deadline is essential for success. For courses, some practices for keeping deadlines include using the calendar in Canvas, keeping a calendar or list of assignments and due dates in your own agenda, or setting appointments and reminders on a mobile device. In that way, you will be certain to submit assignments by the due dates posted in the course.

Complete all assignments as they are designed for you to progress in the course learning outcomes. Most assignments will be completed on Canvas and some will be completed on MyELT, the online workbook that accompanies the Reading Explorer 4 textbook.

Late Work

It is essential not to get behind on assignments because all course assignments build upon one another. Missing assignments means missing opportunities for learning and preparation for later assignments in the course. Therefore, late work will be accepted for ONLY two days following the original due date of an assignment. The grade on the late assignment will be reduced by 10 percentage points per day prior to being graded. Otherwise, there is no make-up work or additional extensions. Any assignment that is not completed will earn a grade of zero.

The exception to the late-work extension is the assignments in the Week #1 module, the lab assignments at MyELT, and the final exam. There will be no extensions allowed for those assignments.

In the case of a prolonged absence of one week or more due to unforeseen circumstances outside of your control, communicate with me immediately before the end of the current week that the assignments in question are due in order to discuss the best course of action. Continuation in the course will be determined on a case-by-case basis through discussion between you and the professor. In some cases, official documentation will be required.

Extra-Credit Assignments

There are no extra credit assignments.

Due Dates

Most weekly modules will be available from Monday at 12:00 A.M. and most assignments will be due on Sundays at 11:59 P.M. Pay close attention to the availability and due dates of assignments in each module as some due dates may vary.

Required Lab

Lab assignments are required in all EAP courses. The assignments will be completed at [MyELT](#). There are assignments that you will complete in the course created by the instructor. To get access to the assignments on MyELT, you will need

- the access key, which is in your Reading Explorer 4 textbook purchased from the bookstore
- the course key provided by your instructor

There are details on how to register for MyELT in the Week #1 module.

Learning Support

Ask for assistance if you need assistance! That demonstrates that you are aware of your learning needs, are taking responsibility for your learning, and are following steps to be successful. The best way to succeed is get help as soon as you know that you need help. You can visit the Communications Center in 5-155 on West campus or connect to Valencia College LEARNING SUPPORT Resources. There is more information in the course on Canvas.

Responsibilities of Students

- Because this is a three credit-hour course, a suggested guideline is to devote between nine to 12 hours each week to this course in order to develop in the learning outcomes. This calculation used in academia to determine how much time a course may demand is determined by multiplying the number of credit hours of a course (three for EAP 1520C) by three (to equal nine) and also by four (the sum of 12) to arrive at the range of hours: nine to 12.
- Read and review the course syllabus, course guidelines, emails, course announcements, and assignment feedback from the instructor.
- Complete all course assignments by the required due dates.
- Review grades each week in a timely manner.

Standards of Online Conduct and Behavior

Students are expected to follow standards of classroom conduct outlined in the Valencia College Student Code of Conduct. Any behavior that impedes or interrupts instruction, creates a negative online environment, and/or interferes with the management of the class will not be tolerated. If a student disrupts the online environment or acts inappropriately, he/she will be referred to the dean of communications and the Office of Student Rights and Responsibilities. Go to Section IV, Standards of Classroom Behavior, at [Valencia College's Policy on Student Code of Conduct](#) to read about appropriate standards of classroom behavior.

Responsibilities of Instructor

- The instructor will provide a variety of well-organized assignments in order for students to progress and develop in the course learning outcomes and will evaluate assignments within approximately seven days of the original due date of an assignment.
- The instructor will provide
 - notification of changes to the coursework via the Inbox or Announcements tools
 - daily monitoring of the course
 - prompt action on technical problems within the instructor's control such as broken course links and assignment access and settings
 - respect for students' ideas and opinions

Withdrawal Policy

The last day for a student to withdraw from a class is Friday, June 28, at 11:59 P.M. If you withdraw on or before the deadline, you will receive a 'W' as your final grade in the course. You do not receive credit for the course, and the 'W' is not calculated in your grade point average; however, the enrollment will count in your total attempts in the specific course. A student is not permitted to withdraw after the withdrawal deadline; if a student remains in the class after the deadline, he or she can receive only a grade of A, B, C, D, F or I.

Important Note for International Students (F-1 or J-1 Visa)

Withdrawal from a course may negatively impact your visa status. Consult the International Student Services office for more information on full-time enrollment requirements.

Course Evaluation and Grading Policy

Evaluation and Grading Scale

EAP courses use a ten-point scale, with a C as the minimum passing and advancement grade for each course.

Grades that satisfy the EAP course requirement:

- A: 90-100%
- B: 80-89%
- C: 70-79%

Grades that do NOT satisfy the EAP course requirement:

- D: 60-69%
- F: 0-59%

Note: An overall course grade of 89.5%, 79.5%, 69.5%, or 59.5% is the minimum required grade to potentially be rounded up to the next higher grade.

Determination of Final Course Grade

To pass the course, students must earn a "C" or above in course work. The final grade will be determined by the following:

1. Week #1 and MyELT Assignments- 10%
2. Reading Explorer 4 Assignments- 40%
3. Reading comprehension Tests- 40%
4. Final Exam- 10%

Departmental Final Examination

The final exam consists of a reading comprehension exam. If a student fails to complete the final exam by the assigned deadline, the exam will earn a grade of zero. There are no late extensions and there is no retest.

Important Dates

Summer 2024

- Full-term classes begin: Monday, May 6
- Drop-Refund Deadline: Monday, May 13, at 11:59 P.M.
- No-Show Reporting Period: Wednesday, May 15, through Friday, May 24
- Labor Day (college closed): Monday, May 27
- Student-Initiated Withdrawal Deadline: Friday, June 28, at 11:59 P.M.
- Independence Day (college closed): Thursday, July 4
- Final Exam, Reading Comprehension: [Available Saturday, July 27, at 12:00 A.M., to Tuesday, July 30, at 11:59 P.M.](#)
- Terms ends: Tuesday, July 30