



**Class Information:**

Class Time: Tuesday /Thursday, 12:30pm-1:45pm  
Location: Tues./Thur. Room 103  
Mailbox: FND-270

**Course Description:**

ALI 145 is developmental course designed to help non-native English speaking students achieve college-level competence in analytical reading and writing tasks. The course provides intensive practice and tools for every stage of the writing process in organization, development, and written expression. The course also emphasizes strategies to develop stronger reading comprehension and vocabulary usage. Additionally, the course provides instruction for improved sentence structure and grammar applications of standard and academic English. It also provides students with additional strategies and practice for Timed Writing Exams in order to satisfy the Graduate Writing Assessment Requirement (GWAR).

**Prerequisites, Placement, and Course Credit:**

This course counts toward elective credit for undergraduates. It does not count toward graduation for Graduate students but counts toward course load credit.

**Student Learning Objectives (SLO):**

The Student Learning Objectives are the overall goals for this course. By the end of the term, successfully passing the course should mean that you can demonstrate or have achieved all of the following objectives:

- A. Read, evaluate and respond to college level reading materials.
- B. Write well organized and well supported essays that meet academic level standards.
- C. Develop valid arguments and build critical thinking skills to incorporate in writing.
- D. Evaluate, edit and revise their work.
- E. Gain knowledge and practice for the WPE: Respond arguably and effectively in a 75 minute Timed Writing Test.
- F. Gain a stronger command of their overall English reading & writing skills.
- G. Have a thorough Writing Portfolio, which demonstrates their work, their development and their progress.

**Course Materials and Access**

- Real Essays with Readings by Susan Anker, 5<sup>th</sup> Edition – ISBN 978-1-4576-6436-6
- *BeachBoard* access for Handouts, Downloads, Uploads, Quizzes, and Videos
- Standard College Materials: Dictionary/Thesaurus, Notepaper, Stapler, Binder, Pen, Pencil, and a Standard College Ruled Journal

**Class Schedule:**

The schedule will be given as a separate handout. This will list all important dates, deadlines, and assignment due dates. (See Class Schedule Handout)

<b>Assignment Breakdown:</b>	
Writing Assignments (One In-class Essay 10%, Two Take Home Essays 15% each)	40%
Midterm and Final (In-class Essays)	30%
Journal: Homework, Class Activities, Quizzes, and other short writing assignments	15%
Five Short Reading Responses (one page responses – approx. 250 words each)	10%
Participation	5%

Your scores are posted on *Beachboard*. You are responsible for checking your grades and status. Please talk to me immediately if there is a problem with the score or grade.

**Grading Criteria:**

The course is graded using a weighted average method. The following describes the grading criteria used for this class. All coursework will be graded on a standard A-F scale. **To pass this class and be promoted to the next level, students must satisfy the following criteria:**

1. Complete the required coursework with a "C" or better (70% or higher)
2. Demonstrate a command of the required skill level

**Course Work:**

The coursework for this semester consists of several prewriting, drafting, and revision activities. You will also read appropriate college level materials in which you will be tested on. The goal is to write and produce coherent, unified writing with a minimum of usage errors, using a central idea and developing that idea with specific details, illustrations, or experiences. Further handouts will be given.

*Writing Assignments (See SLO B, C, D and G):* You will need to complete three essay assignments during this term. You will be writing a minimum of 3,000 words, not including prewriting, drafting, and editing drafts using various rhetorical forms. You will be asked to write both in-class and take home essays. For in-class essays, you will need to purchase several blue/green book in order to participate. For take home essays, you will need to submit properly typed and formatted essays with proper documentation and any additional paperwork. This section demonstrates your ability to go through the writing process in order to create a thoroughly written essay that demonstrate clarity, complexity, and variety in accord with the standards of academic writing for this level.

*Midterm and Final (See SLO B, G, and E):* The Midterm and Final are essay tests that will be given during the middle and during the last two weeks of the semester. These tests will prepare you to take the WPE, a required timed writing test that looks at your ability to write and to argue. Each test is conducted in-class and timed (75 minutes). The goal is to practice how to write effectively during a timed exam and will allow you to demonstrate the skills you have learned throughout the semester. Exact details will be given on and before each exam.

*Journal: Homework, Quizzes, and Daily Activities (See SLO A, C, F, and G):* Homework, Quizzes, Daily Activities are essential to learning how to write. You will receive points for doing activities both in-class and as homework. You will be asked to present writing samples, to answer quizzes, to do oral responses, and to demonstrate writing and critical thinking activities. You will be tested and quizzed on the readings. You need to read the materials and demonstrate your understanding of the subject. **More specifically, you will need to complete five online grammar quizzes to demonstrate a command of the English language** in way that you can identify, correct, and enhance grammatically appropriate sentences.

*Reading Responses (See SLO A, B, and G):* Students will be asked to read and to write at least five readings from the textbook. You will construct a clear typed written response that will demonstrate your ability to read the text carefully and effectively.

*Participation:* Students are required to participate in class. It is a way for the instructor to determine the skills needed for the student to improve in the classroom. Participation is given on specific days and cannot be made up. In addition, attendance is essential, for 5% will be deducted from your overall score if you are found to be late, to have taken an early out, or to be absent for each class session. Please attend all class sessions.

*Journal Entries:* Journals are collected several times during the semester with one final check before or right before the finals week. All journal entries must reach at least a page length and contain complete sentences unless specified otherwise.

**Classroom Guidelines:**

The following items list the various class policies for this term. These policies are made to create an academic environment that enhances and extends various learning objectives for this course. You are expected to behave in accordance to the goals and expectations that reflects the highest standards of academic scholarship. Please consult the College Catalog for specific policies that are not explicitly addressed or stated in this syllabus.

*Student Behavior:* Students are **expected** to behave in accordance to the highest academic standard and rigor. We want you to be an example how Higher Education can transform and benefit the individual. Students are expected to be good citizens and to engage in responsible behaviors that reflect well upon their university, to be civil to one another and to others in the campus community, and to contribute positively to student and university life. When in doubt, check the College Catalog, Department or Program standards, and more importantly, the people who are here to help you succeed.

*Attendance:* Attendance is important. You are required to be in your seat within the ten-minute grace period after class officially begins. Attendance will be taken. If you are not present during roll call, you will be responsible for any point loss (see *Participation*). No make ups are given. More importantly, for students on a student visa, attendance is required. If the student's overall attendance falls below the minimum number hours (approximately less than 80% of the total class hours or roughly four sessions), **the student will be reported** and subject to drop due to a violation of his or her Visa Status. Please take attendance seriously. You can check your attendance status over at *Beachboard*.

*Due Dates:* You will have more than adequate time to complete an assignment. All assignments are due at the beginning of the class period. **I will not accept late work-ever**. Any papers received after the allotted grace period will receive an "L" indicating that it was late and will receive just partial points. Do not email assignments. I will not read it. Plan to do all the extra credit work if you miss a deadline or plan to miss a deadline.

*Electronic Devices:* You are allowed limited use of electronic or computer devices for acceptable academic purposes only at specific times. **Points will be deducted** for unacceptable computer or smart phone usage. Please ask when in doubt.

*Online Resources, Online Grades and Official Posted grades:* Several schools offer different types of online grading/class score feedback systems. **The grades provided in Beachboard are just your preliminary grades and are estimates of what you will receive for the term.** The purpose of the online grade reporting system is to inform students of his or her individual progress during the semester. **Ultimately, your final class grades are based on your class performance and final evaluation of your midterm and final.** Inform the instructor of any point discrepancies in *Beachboard* as soon as possible. The final grades posted on Talon, BeachBoard, Canvas, or other LMS usually end up as the final grade for the course (with exception to instances of plagiarism or cheating where a discovery of plagiarism during the final submission or random rechecks of submitted assignments, which may result in a failing grade in the official records). Check *Beachboard* daily for last minute announcements. For assistance with Bb contact the HELP Desk at (562)985-4959 or helpdesk@csulb.edu. You may also receive help from Bb staff in person in AS-120. Click the Bb Help tab at the top of the Bb log-in page for further information.

*Academic Honesty versus Dishonesty:* Academic honesty is the cornerstone of higher education. Learning is achieved through honest means. Academic honesty is the honest assessment of one's skills, knowledge, and abilities. One cannot learn if one is not honest about one's skills and abilities. Academic dishonesty, on the other hand, is defined as the act of obtaining or attempting to obtain credit for work by the use of any dishonest, deceptive or fraudulent means. The policy, which can be found in the CSULB College Catalog, includes a list of dishonest activities. More specifically, "Plagiarism is defined as the act of using the ideas or work of another person or persons as if they were one's own, without giving credit to the source" (CSULB Catalog). Students, who are found to have committed academically dishonest acts, may be subject to Disciplinary Actions. More importantly, a student caught cheating during a final exam will result in an automatic failure in the class. In addition, all instances of academic dishonesty, regardless of the level of



reprimand, will be reported to the associate director and program coordinator and will be documented. Essentially, don't cheat or lie when it comes to your work. (More handouts and lectures will be given).

*DSS:* For legal California residents, it is the college's policy to provide, on an individual basis, reasonable accommodations to students who have disabilities that may affect their ability to participate in course activities or meet course requirements. If you have a disability for which you are or may be requesting an accommodation and meet the basic requirements, you are encouraged to contact DSS. You may or may not qualify for special benefits through their program.

*Multicultural Statement:* This course teaches students to read and write critically about a myriad of subjects that represent and reflect culturally diverse issues and problems. Further, writing assignments are designed to help students understand and respect diverse cultural perspectives and to show how these perspectives contribute to the development and growth of society. In addition, instructional methods are used to accommodate the various learning styles of students, thus promoting self-confidence and student success. Thus, you will encounter materials that may or may not challenge your assumptions about the world, personal beliefs or values. The purpose of this content is not to offend, but rather to engage in academic inquiry, increasing your understanding of people and cultures that are different from your own, as well as your own self-understanding. Respecting the diverse thoughts and perspectives we encounter is essential to this process. Please speak with me if you have any concerns about course content at any point during the semester.

*Records and Graded Assignments:* All graded assignments are returned periodically, so if you miss the day when an assignment is returned, you may need to wait until the next return period. Also, before end of the term, students will need to arrange ahead of time if they want their final papers or projects returned. I will not hold your papers or assignments over the break. Any leftover assignments and essays shall be recycled or destroyed. Please check *Beachboard* often for your grades and overall score. Please do not wait till the final class session to remedy any problems. By midterm, you should check your overall score for the class. This information can improve or help maintain your overall class score. It informs you about how much effort you need in order to receive the grade you want by the end of the semester.

*Grade re-evaluation:* If a student wants a re-evaluation of a specific paper or grade, the instructor is more than happy to do so. However, grade re-evaluations must be made in a timely fashion (the next class session preferably) with the understanding that a re-evaluation does not mean that your work will automatically get a higher score. **It means that your work will be re-evaluated again for its inherent quality.** It is possible to receive a higher score, or it is possible that the paper will receive the same score, or it is also possible that the paper could receive a lower score. If the instructor discovers any additional problems that was missed during the first evaluation such as plagiarism, flawed writing, or missing requirements then a new score will be applied. At the end, the old score will be invalidated, and I will apply the new score as the official score. *Please read the comments, requirements, and any generous consideration of your writing in your assignment very carefully before you request for a re-evaluation.* I will not accept any last-minute re-evaluations during the final or two weeks before the end of the term.

CSULB has 2 main writing centers for free tutorial support: ALI students have access to 3 centers

- **LAC:** The Learning Assistance Center is located in the Horn Center, room 104. Stop by or email to schedule an appointment. Website: [www.csulb.edu/lac/](http://www.csulb.edu/lac/) email: [lac-info@csulb.edu](mailto:lac-info@csulb.edu) 985-5350
- **WRL:** The Writer's Resource Lab is located in LAB-206. Tutoring appointments are 45 minutes. To schedule an appointment with a tutor, call 562-985-4329 or stop by LAB 206. Detailed information is available on the website: <http://www.csulb.edu/colleges/cla/departments/english/wrl/>.
- **ALI Homework Lab:** M-TH, 3-4pm, in CCPE 202 & 204

**Workshops:** There are also free GPE workshops and specific skill workshops offered during the semester.

**Note:** Any student who is either repeating the course, or referred by their instructor, is **required** to work with a weekly tutor at the LAC.

*Instructional Process:* Students have the right to receive equal opportunity to learn and grow without interference. Teachers also have the leeway to conduct the course in a manner that is effective for all



students. Please be considerate of others when it comes to the process of learning. An alert will be given either informally or formally. If a student is found to constantly interfere with this process, the instructor has grounds for disciplinary actions. See the college catalog for further details.

*Office Hours:* Please schedule an appointment to talk to me if you have the need to speak to me beyond the regular posted class schedule. Also, as a CSULB student, you have access to the various programs and services available on campus.

*Emails & Correspondence:* Please list your FULL Name (first and last), Student I.D., and Course/ Section on all emails pertaining to the class. An email is a professional form of communication; an email should not resemble a text/sms message. If you do not receive a response from me, it means I did not receive your email or the information/response will be provided or announced during class.

### **Miscellaneous Administrative and Program Guidelines:**

We want you to be successful. The following gives a general notice of various rules and guidelines, which students need to follow or to be aware of.

*Textbook:* For successful completion of this course, your OWN textbook is required; for student learning purposes, textbook sharing is not permitted. The book is required every class period.

*Paper Format:* Out of class work must be typed in ink, double-spaced with one inch margins. Please use a standard 12 font (Times New Roman) and 8 ½ by 11 inch white paper. All papers should be formatted with a proper heading and title and be stapled. While several programs require different style guidelines, we will specifically use MLA. You will need to be aware or to be responsible for learning other styles or formatting guides for other classes.

*Credit/ No Credit option:* If you choose to take the class for Credit (pass) or No Credit (fail) instead of a "grade" (A, B, C, D,F), you must submit the signed paperwork by the Registration deadline: Sept. 17. Please note this does NOT mean any less work. In order to receive CREDIT and pass the class, you must complete all coursework with a C (70%) or better. Once you have submitted a request for C/NC option, you CANNOT REVERSE THIS. Choose carefully.

*Status/Withdrawals/ Failure:* International students must maintain their student status (12 units) in order to maintain their Student Visa. Students cannot withdraw from the course: an instructor cannot give a student a "W". If you quit attending class, you will receive an F. A student who fails the course might receive a second opportunity to re-take it; this decision is made by the PASS office depending on the student's overall status. Any student who fails the same class twice may be dismissed from the university.

*Addendums:* This syllabus cannot possibly cover all possible scenarios for this course. You are required to **have a printed version of this syllabus**. While changes are rare, some dates and requirements can change. Any changes to this syllabus, schedule, and program will be given with adequate and due notice. Mark any changes in your printed copy or print out any revised version from *Beachboard*.

Notes: