

**DE ANZA COLLEGE**  
**ESL 265/465 – LOW ADVANCED GRAMMAR, WRITING, and READING**  
**Fall 2024**

**Course ID:** ESL 265.50Z (26704)/ESL 465.50Z (26730)   **Instructor:** Daisy Lee  
**Class Meeting:** MW 8:30AM – 11:20 AM   **Email:** leedaisy@fhda.edu  
**Location:** Online Synchronous (via Zoom)   **Office Hour:** MW 11:20-11:40 AM (Zoom)

## Course Description

This course is designed to focus on the development of low-advanced writing skills, with an emphasis on clarity, organization, and the construction of well-developed multi-paragraph compositions. Students will refine their grasp of grammar, sentence structure, and editing techniques. Through extensive reading of college-level material, students will strengthen their reading skills, focusing on improving comprehension, summarization, and vocabulary expansion.

## Course Pre-requisite

To enroll in this class, you need to achieve a qualifying score on English as a Second Language Placement Test or pass ESL 255/455 with a grade of C or better.

## Student Learning Outcomes

- Write well-developed, connected, analytical paragraphs in response to reading materials.
- Evaluate own writing for unity, coherence, clarity, development, and rhetorical structure by means of revision and editing.
- Demonstrate understanding and usage of low-advanced grammar, sentence structure, and vocabulary in writing and reading.
- Demonstrate reading comprehension skills of low-advanced academic reading materials and fiction.
- Identify and analyze organization and rhetorical modes of extended reading materials.

## Course Objectives

- Read, comprehend, and analyze low-advanced level texts from a variety of cultural, societal, and personal perspectives using a variety of reading strategies.
- Write connected, multi-paragraph compositions that demonstrate analytical thinking in response to texts.
- Demonstrate low-advanced level sentence structure, grammar, and vocabulary.
- Expand academic vocabulary comprehension and usage.
- Evaluate, revise, and edit own writing and writing of classmates.

## Required Textbook and Resources

- *Inside Reading 3*, 2<sup>nd</sup> edition by Bruce Rubin, Oxford University Press (ISBN: 978-0-19-441629-0)
- Internet access and computer (cellphone or tablet would not work)
- Recommended Material: An English-only, not bilingual, dictionary
  - [Merriam-Webster Learner Dictionary](#)
  - [Longman Dictionary of Contemporary English Online](#)
  - [Collins Dictionary](#)

## Grading

Course Requirements	Grading Criteria	Grading Scale
Attendance and Participation	10%	97-100% A+
Writing assignments and revisions (2)	20%	93-96% A
Summary writing assignments (2)	10%	90-92% A-
Other writing assignments	10%	87-89% B+
Quizzes (grammar, vocabulary, reading comprehension)	15%	83-86% B
Midterm (reading comprehension, vocabulary, and writing)	15%	80-82% B-
Final Exam (reading comprehension, vocabulary, and writing)	20%	77-79% C+
		70-76% C
		69-0% No Pass (NP)

**No late makeup tests will be given unless there is a doctor's note or verified emergency.**

## Course Requirements

- **Attendance and Class Participation:** Regular attendance and active class participation are essential for both your own learning and that of your classmates. Arriving late, leaving early, and/or missing class meetings will affect your participation grade (refer to participation requirements in the Grading section). If you anticipate any absences during the quarter, please inform me BEFORE the class starts.  
Here is what I expect you to do in class:
  - Be on time for every class and join the Zoom meeting a few minutes before 8:30 AM
  - Actively engage in class discussions and group activities
  - Turn on your camera, and remember to mute yourself when you're not talking
  - Check your assignments regularly on Canvas
  - Ensure that you complete the homework and readings before class
  - Speak only in English during our class
- **Withdrawal from the Course:** You are responsible for dropping the class if you decide not to continue your enrollment. Consistently missing classes and failing to submit assignments will significantly impact your grade, potentially leading to an unsatisfactory final grade.
- **Graded Assignments:** Graded assignments include writing assignments, quizzes, discussions, journals, and other small assignments. You'll have to complete and submit homework before each class. You can find all the homework assignments and quizzes on Canvas. Please check Canvas regularly to ensure you finish and turn in your assignments on time.
- **Late Homework Policy:** If you miss a class, please get the assignment(s) from Canvas and discuss the instructions if needed with your classmates or the instructor. Assignments will not be accepted if they are more than a week late or if the answers have been discussed in class. Assignments not submitted by the late turn-in date (a week after the due date) will receive a zero.

## Non-credit ESL Policy Statement

All requirements and policies for noncredit classes are exactly the same as credit classes - including course content, assignments, grading, and attendance. Noncredit students are expected to come to every class, study, and do homework just like credit students.

## Academic Integrity

Students must complete their work independently and properly cite any sources they reference. Plagiarism, including using AI services like ChatGPT or translation tools like Google Translate will result in a zero for the assignment. Unless explicitly permitted by your instructor, students must complete assignments without substantial assistance from others, including AI tools. Any use of AI or translation tools to write or complete any part of an assignment will result in a zero, with no opportunity to redo or make up the work. Please review [De Anza's policies for a comprehensive explanation of academic dishonesty \(cheating and plagiarism\) and the consequences of academic dishonesty.](#)

## Student Resources

- [Disability Support Programs and Services](#)
- [Online Education Center](#)
- [Health Services](#)
- [Writing and Reading Center \(WRC\)](#)
- [De Anza Listening and Speaking Center](#)
- [Student Success Center](#)
- [Student Success and Retention Services](#)
- [Counseling/Academic advising](#)
- [English Performance Success](#)
- [Food Pantry](#)
- [Office of College Life](#)

## Important Dates

September 23	Fall classes begin
November 11	Veterans Day Holiday – no classes, offices closed
November 15	Last day to drop classes with a W
Nov 28–Dec 1	Thanksgiving Holiday – no classes, offices closed
December 10	Final Exams (9:15 – 11:15 AM)

**HAVE A GREAT FALL QUARTER!**

**\*This syllabus is subject to change when necessary.**