

## Collin College - Continuing Education COURSE SYLLABUS

### COURSE INFORMATION

**Course Number:** ESLP 9405

**Course Title:** Intro Communication Improvement (ESL)

**Course Description:** This class is for people who speak little or no English. Practice basic speaking and listening skills for enhanced job productivity. Improve speaking skills to minimize on the job miscommunication and safety issues.

**Suggested Course Prerequisite(s):** N/A

**Course Resources:** Textbook

#### **Student Learning Outcomes:**

1. Understanding of Standard American English grammar for use in business and industry.
2. Effectively exchange basic/general information through reading, writing, pronunciation, and conversation exercises for business and industry-related use.
3. Develop and improve vocabulary capacities.
4. Understand present and present continuous tenses, and the past tense.
5. Understand affirmative and negative statements.
6. Understand possessives in names, adjectives, and propositions of place.
7. Develop and improve listening skills.
8. Develop and improve basic reading and writing skills.
9. Engage and participate in all classes.

**Certification Notes:** N/A

**Next course recommendation:** Not a Certificate Course

**Refund Policy:** Please refer to [www.collin.edu/ce/inforegistrar.html](http://www.collin.edu/ce/inforegistrar.html) for our refund policy. No refunds after the start time of the first class.

**Americans with Disabilities Act:** Collin College will adhere to all applicable federal, state and local laws, regulations and guidelines with respect to providing reasonable accommodations as required to afford equal opportunity. It is the student's responsibility to contact the ACCESS office, SCC-D140 or 972.881.5898 (V/TTD: 972.881.5950) to arrange for appropriate accommodations. See the current *Collin Student Handbook* for additional information.

**Course Sessions:** Listed are guidelines to indicate all topics that will be covered during your course. Do not plan your personal calendar based on these sessions. Your instructor will give you a calendar for your class that will indicate specific topics, assignments, and days.

#### **Lesson Plan – by week or session:**

**Session 1:** Introduction/Syllabus, Unit 1

What's your name?

**Session 2: Unit 2** Where are My Keys?

**Session 3: Unit 2** Where are My Keys?

**Unit 1-2 progress Check**

**Session 4:** Unit 3 Where are You From?

**Session 5:** Unit 3 - Where are you From?

**Session 6:** Unit 4 – Is This Your Coat?

**Session 7:** Unit 4 – Is This Your Coat Unit 3-4  
Progress Check

**Session 8:** Unit 5 – What time is it?

**Session 9:** Unit 5 - What Time is it?

**Session 10:** Unit 6 – I Ride My Bike to School

**Session 11:** Unit 6 – I Ride My Bike To School

**Session 12:** Unit 6 – I Ride My Bike to School

Unit 5-6 Progress Check

Session 13: Unit 7- Does It Have a View?

Session14: Unit 7- Does It Have a View?

Session 15: Unit 8- Where do you Work?

Session 16: Unit 8- Where do you Work?

Units 7-8 Progress Check

Session 17: Unit 9- I Always Eat Breakfast

Session 18: Unit 9 –I Always East Breakfast

Session 19: Unit 10- What Sports do You Like?

Session 20: Unit 10- What Sports do You Like?

Unit 9-10 Progress Check

Session 21: Unit 11- I'm Going to Have a Party

Session 22: Unit 11- I'm Going to Have a Party

Session 23: Unit 12- How do You Feel?

Session 24: Unit12 -How do You Feel?

Progress Check Unit 11-12

Session 25: Unit 13 – How do I Get There?

Session 26: Unit 13 – How do I Get There?

Session 27: Unit 14- I Had a Good Time

Progress Check Unit 13-14

Sessions 28: Unit 15- Where Were You Born?

Session 29: Unit 16-Can I Take A Message?

Session 30: Progress Check Unit 15-16, Class  
Evaluations

**Method of Evaluation:** Unless otherwise stated, course completion is evaluated on the basis of attendance. Students must be in attendance 90% of each course in a certificate series for successful completion and to earn a certificate as specified.