

Collin College - Continuing Education COURSE SYLLABUS

COURSE INFORMATION

Course Number: ESLP 9410

Course Title: Communication Improvement, Level I

Course Description: Designed for students whose primary language is other than English. Presentation of industry-related basic reading, writing, speaking and listening skills. Refine oral and written production and listening skills for enhanced job productivity.

Suggested Course Prerequisite(s): Intro Communication Improvement

Course Resources: Textbook; Interchange Level 1, 4th ed-Full Contact w/Self-Study DVD-ROM

Student Learning Outcomes:

1. Understanding of Standard American English grammar for use in a business and industry-related setting.
2. Effectively exchange basic/general information with coworkers.
3. Understand simple present, present continuous, and present perfect.
4. Understand demonstratives and determiners.
5. Understand adverbs of frequency.
6. Understand modifiers with participles, prepositions, infinitives, comparatives, and superlatives.
7. Develop and improve reading and writing skills for use in business and industry-related settings.

Certification Notes: Not a certificate course

Next course recommendation: Communication Improvement, Level 2

Refund Policy: Please refer to 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:** Introductions/Syllabus
- Session 2:** Unit 1--Please call me Beth
- Session 3:** Unit 2--How do you spend your day?
- Session 4:** Unit 2--How do you spend your day?
- Session 5:** Unit 3--How much is it?
- Session 6:** Unit 3--How much is it?
- Session 7:** Unit 4--Do you like rap?
- Session 8:** Unit 4--Do you like rap?
- Session 9:** Unit 5--Tell me about your family
- Session 10:** Unit 5--Tell me about your family
- Session 11:** Unit 6--How often do you exercise?
- Session 12:** Unit 6--How often do you exercise?
- Session 13:** Unit 7--We had a great time!
- Session 14:** Unit 7--We had a great time!
- Session 15:** Unit 8--What's your neighborhood like?
- Session 16:** Unit 8--What's your neighborhood like?
- Session 17:** Unit 9--What does she look like?
- Session 18:** Unit 9--What does she look like?
- Session 19:** Unit 10--Have you ever ridden a camel?
- Session 20:** Unit 10--Have you ever ridden a camel?
- Session 21:** Unit 11--It's a very exciting place!
- Session 22:** Unit 11--It's a very exciting place!
- Session 23:** Unit 12--It really works
- Session 24:** Unit 12--It really works
- Session 25:** Unit 13--May I take your order?
- Session 26:** Unit 13--May I take your order?
- Session 27:** Unit 14--The biggest and the best!
- Session 28:** Unit 14--The biggest and the best!
- Session 29:** Unit 15--I'm going to a soccer match
- Session 30:** Unit 16--A change for the better!

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.