**Embry-Riddle Language Institute ELS 004**

**Instructor’s Name:**

**Office Hours:** *by appointment*

**Office Phone:** (386) 226-

**Office:** Tomcat 218

**Email:** *@erau.edu*

**Semester:** Fall

**Times:** M 3:00 – 3:50

W 3:00 – 4:50

T, TH 2:15 – 3:30

**Session Dates:** Aug. 28 – Nov. 30

**Location:** M/W, 253-252; T/TH, AFSC-216

**Academic Integrity Honor Statement:** ERLI is committed to fostering a culture of intellectual honor and ethics and considers academic dishonesty a very serious offense.  Such offenses include, but are not limited to: cheating (accepting unauthorized assistance in preparing assignments), fraud (gaining unfair advantage through deceit, trickery, or falsification of records), or plagiarism (taking the ideas, writing, words, and/or work of another and representing them as one’s own without appropriate acknowledgment).  A student who cheats, commits any form of academic fraud, or plagiarizes in a class, will receive sanctions ranging from a zero (0) for the work in question to expulsion from the University.

**Safety:** If you have an emergency on campus, or see something suspicious or unsafe on campus:

**Emergency**--Call 911 and ERAU Security--386-226-7233 (SAFE)

**Non-emergency**—Call 386-226-6480

**Goals and Student Outcomes:**  **[Listening & Speaking]**

* Students should demonstrate an ability to use note-taking techniques such as the Cornell method, Mind Mapping, and /or outlining to take notes from a high-intermediate-level lecture
* Students should demonstrate an ability to use short-hand techniques such as abbreviations, symbols, and acronyms to take notes from a high-intermediate-level lecture
* Students should demonstrate an ability to organize notes from a high-intermediate-level lecture by identifying and writing down main ideas and supporting details, and employing the use of key words
* Students should demonstrate an ability to pass quizzes/tests based on notes from an academic or non-academic high-intermediate-level lecture
* Students should demonstrate an ability to comprehend non-authentic and authentic high-intermediate-level academic listening discourse
* Students should demonstrate an ability to predict, infer, and recognize the difference between fact and opinion within a high-intermediate-level listening discourse
* Students should demonstrate an ability to use high-intermediate-level language in the context of organized presentations that include presentation techniques, and should include technological aids
* Students should demonstrate an ability to use high-intermediate-level language in the context of formal classroom discussions such as found in debates, as well as informal classroom conversations
* Students should demonstrate an ability to use high-intermediate-level language to utilize facts, estimates [statistics], and opinions to support an argument
* Students should demonstrate an ability to utilize correct grammar and pronunciation in a high-intermediate-level context with fewer errors than level three
* Students should demonstrate an ability to utilize idiomatic language in high-intermediate-level speaking activities

**Required Texts and Materials:** Dunkel, Patricia A.; Pialorsi, Frank (2014). *Listening & Notetaking Skills 3, Fourth Edition*. Cengage Heinle.

**ISBN**: 978-1-305-49344-5

**Class Policies**:

**Make-up/Late Work:** Attendance is very important. In American classrooms, students are expected and required to attend their classes. Excessive absences are considered a sign that a student is irresponsible and disrespectful.

When you are absent, it is your responsibility to arrive at the following class prepared for that day’s class. This means that *you* will need to e-mail your teacher or contact a classmate to find out what you need to do in order to be prepared for the next class.

If you are absent on the day that an assignment is due or the day of a quiz/test, you must discuss the situation with your teacher. Your teacher is not obligated to allow you to turn in an assignment late or allow you to take a make-up quiz/exam. Therefore, *it is possible* that you will receive a 0 on that assignment/quiz/exam. **Your teacher’s decision is the final decision in this matter**. ☺

***ERLI Attendance Policy:***When students demonstrate a pattern of absenteeism, or are failing to show progress in their courses, they run the risk of early dismissal from the program.

**Significant Dates to Remember:** NO CLASS — September 4 (Labor Day), October 12 (Career Expo) October 19 - 20 (Fall Break), November 10 (Veterans Day), November 22 - 24 (Thanksgiving), December 1 (Study Day), December 4 – 5 (Finals)

**Grading Scale:**

A: 90% - 100%

B: 80% - 89%

C: 70% - 79%

D: 65% - 69% (Must repeat the course)

F: 0% - 64% (Must repeat the course)

**How final grade is calculated:**

Graded Speaking Assignments 45%

Listening Assignments 20%

Listening Quizzes 25%

Final Exam 10% (5% speaking, 5% listening)

***Students must earn a minimum of a 70% in order to pass any ERLI course.***

***This syllabus is tentative and subject to change.***