

ENGCMP150/2A FRESHMAN ENGLISH TUTORIAL

Credit hours: 1	Instructor:	Directed by James McDougall
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Required Text

Course Materials

ENGCMP150/2A Course Description

This one-credit course is a tutorial hour for students taking ENGCMP150 or ENGCMP152. The tutorial gives college-level English language instruction to students in small groups with a focus on reading, discussion, reflection, and raising metacognitive awareness of students' learning processes. The tutorial sessions are designed to offer support and guidance on developing competency in reading and writing for different academic. The one-on-one or small group sessions allow students to develop their fluency and accuracy, learn how to give critical feedback, gain skills in self-directed study, and address specific language issues in their speaking and writing.

Placement and Curriculum Requirements

Students who place into ENGCMP152 may be exempt from ENGCMP150/2A based upon their placement test score. Students who have taken an ENGCMP150/2A are exempt from taking ENGCMP150/2A.

Student Learning Outcomes

With successful completion of this course, students will be able to:

- use reading strategies for extensive and intensive reading of college-level texts in English
- express ideas fluently, accurately, and appropriately in English at an advanced ESL level
- develop discussion skills and extemporaneous presentations that can be applied in courses at SCUPI and beyond
- competently use language on a grammatical, discursive and communicative level

Activities and Evaluation

Successful completion of the class will be determined by multiple factors, including attendance, bringing the assigned reading materials and journal, and consistent participation in discussions.

Attendance (50%)	Students are expected to attend all tutorial sessions. Each unexcused absence will result in a full letter grade deduction.
Discussion Participation (50%)	Students will be responsible for leading discussions and asking/answering questions.

Schedule: Students schedule tutorial sessions using the SCUPI Writing Center website writing.scupi.cn

Note: This schedule may be subject to change based on the needs of the class at the instructor's discretion.

Attendance Policy

After two unexcused absences students will lose 3 points or half a letter grade from their final grade. Students with more than five absences will fail the course.

Student Use of Electronic Technology Policy:

Students must use electronic technology (including cell phones, laptops, tablets, and iPads) in appropriate ways during classes. Out of respect, cell phones should generally be turned off or on silent and stored out of sight. They should not be used during classroom activities unless the instructor has given permission. Electronic devices are forbidden during quizzes, tests or other in-class graded assignments, unless the instructor has given permission.

Technology use in this class is meant to improve the learning environment for all students. Please be respectful of your instructor and classmates and use the technology appropriately.

If you have questions about what this means, please talk to your individual instructor.

Recording:

To ensure the free and open discussion of ideas, students may NOT record classroom lectures, discussions, and/or activities without the advance permission of the instructor, and any such recording properly recorded in advance can be used solely for the student's own private study.

Make-up Policy for Missed Assignments and Tests:

Students are responsible for the assignments in their classes. Assignments include in-class activities, quizzes, tests, homework, and any other work related to classes.

- If you are absent from class, you should try to contact one of the students in your class to find out what work was missed.
- If you cannot find out from another student about what work you have missed, when you return to class you must talk to your instructors about the missed work and if/when you can make up the work. You are responsible for talking to your teacher; your teacher is not responsible for reminding you about missed work.
- If you are absent from class on the due date of an assignment, you must hand in the assignment and be prepared to make up tests the day that you return to class or on a date decided with your teacher.
- If you know you will be absent, talk to your teacher before you leave or email your teacher to find out about the work that you will miss while you are away.
- If you have not been absent from class and you want to hand in an assignment late, you must first discuss the reason with your teacher before or on the due date. Do not assume that your teacher will accept late assignments. Also, you may lose points for late work based on teacher discretion.
- If you and your teacher arrange to meet so that you can make up an assignment and you miss that meeting, you may receive a "o" for that assignment.

Use of Machine Translation and Other Online Writing and Language Tools

While students are encouraged to use dictionaries and other language resources, they should not rely on machine translators for large sections of text. Papers must be written in English. Any paper that is written in Chinese and then processed through an online translator will be considered unacceptable.

If an instructor believes that a paper was written using machine translation, the instructor reserves the right to ask the student to re-write (potentially with a different topic), or give an alternative assignment, which may include a timed-writing essay assignment. Until the re-write is submitted the student will have an F for the assignment.

Use of non-English sources

[Policy suggestions: the idea here, is to emphasize that non-English sources need to be cited and the translations of source materials have to be treated as quoted material]

All non-English sources must be cited. The translation of non-English sources is equivalent to quoting. When using Chinese sources, use quotation marks to directly quote the sources and include the original source in brackets. For example,

Wang Chao in describing nanocarriers says, “Interaction between nanomaterials and organisms, especially Interaction between the Immunological Effect of Nanomaterials and the Immune System in vivo further clarification is needed to optimize the shape, physicochemical properties, size and surface of nanocarriers” [纳米材料与生物机体内的相互作用，特别是纳米材料本身的免疫学效应与体内免疫系统的相互作用需要进一步阐明，优化纳米载体的形状、大小、表面、理化性质等。] (Wang 96).

Policy on Graduating Seniors Course Requirements During the Spring Semester of Their Senior Year

Seniors taking HSS courses during the spring semester will have to complete course assignments by week 14. The instructor will provide an alternative final project/exam for graduating seniors that will be due by week 14. If a senior does not submit all work, fails assignments, or does not attend class regularly, the student may not graduate, and will have to retake the course in its entirety in a later semester in order to graduate.

SCUPI Honor Code:

Students in this course must follow the SCUPI Honor Code. This includes:

- must not get help from anyone to do his/her work without the teacher's permission.
- must not get help from any outside sources to do his/her work without the teacher's permission.
- must not copy the words of another and present those words as his/her own work.

Participating in these activities can result in an F. Turning in work that is not your own can result in an F.

Writing Center Policy: first instance will result in failure in assignment with option of re-write; second instance will result in failure of assignment and meeting with Writing Center director; third instance will result in failure in the course and referral to university officials for Honor Code violation.

Participation:

Active participation is crucial for language learning. Participating in class makes you an engaged learner of English. In this class, participation means:

- arriving to class on time
- staying on task (including appropriate use of technology)
- actively listening to your classmates and teacher when they speak in class
- asking questions
- bringing all class materials
- attending class regularly
- completing all homework on time
- actively and constructively participating in class activities
- being prepared to answer questions
- using only English in class

Student Responsibility

This syllabus is a contract between you and the instructor. It is the first place you should look for answers to your questions about course requirements, expectations, and policies. By enrolling in this course, you are agreeing to adhere to the requirements, expectations and policies outlined in this syllabus, including sections on the SCUPI Honor Code. Students who fail to submit their work on time or miss more than 5 classes could receive a failing grade and may not graduate.