

Center for English Language and Orientation Programs

Boston University  Spring 2017

Level High C/Low D  English for Academic Purposes

Mon/Wed/Thurs:	Joseph Pettigrew	Tues/Fri:	Adrianne Saltz
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Class Website: joepettigrew.pbworks.com/CELOP

Overview

Core class meets from 9:00 to 11:50 am, Monday through Friday, with a 20-minute break in the middle of class. In core class, we will study all skills: reading, writing, listening, speaking, grammar, and vocabulary. The focus of the course will be improving your English skills and your understanding of American culture in order to succeed in university in the United States.

Attendance policy

You should attend all of your classes. If you cannot come to class on the day of a test, or if you are absent for more than two days in a row, please e-mail me or call and leave a message.

In order to receive a Certificate of Attendance, you must attend at least 85% of all your classes (both core and elective). The 15% of allowed absences is for illness, TOEFL and other tests, religious holidays, etc. Even if you have a good reason, you will *not* receive the certificate if you miss more than 15% of the total hours of your program, including elective classes. Save your absences for an emergency.

Try to be on time for class. Three times late = one hour absent, and the time you are late also counts as being absent.

If there is a big snow storm, you can call 617-353-SNOW to check if the university is open. This university rarely closes for bad weather, however. If you are not in class on a day the university is open, you are absent. Another reason to save your absences!

Assignments and evaluations

There will be tests throughout the term in grammar, vocabulary, and reading. You will have at least two days' notice before each exam. In addition, there will be writing assignments that must be typed and spell-checked on a computer. You can use either the computers and printers at CELOP or your own.

If you're absent from class for whatever reason, it is *your* responsibility to check the class webpage for homework assignments and test dates.

At the middle and at the end of the term, you will receive a formal written evaluation of your class performance and your overall English ability. Recommendation letters from CELOP to universities and sponsors will be based primarily on these evaluations.

In class

Speaking in class: We will do a lot of work in pairs (2 people) and small groups. This will give you more chances to practice your English than if we do everything in one large group. As much as possible, make sure you are paired or in a group with someone who does not speak your language.

Cell phones and texting: *Cell phones must be **turned off** – unless explicitly authorized for an assignment by the instructor.* It is extremely impolite to let your phone ring in the middle of a class. You may not leave the class to answer a phone call or a text. You will have time to check your messages during the break. *Texting is not allowed.* Your focus needs to be on what is happening in the classroom. Using a cell phone or any electronic device during an exam is an automatic F.

Anyone whose cell phone rings in the middle of class must bring donuts or muffins for everyone the following day to apologize for the interruption.

Speaking English: The classroom is an English Only space. If you feel an uncontrollable need to speak another language, please run out into the hall and stay there until the feeling goes away. ☺

No class on ...

- Monday, February 20 – Presidents' Day
- Monday, March 6 through Friday, March 10 – Boston University Spring Break
- Monday, April 17 – Patriots' Day

Schedule for the semester: *Mon, Wed, Thurs – Joe / Tues & Fri – Adrienne*

	Monday	Tuesday	Wednesday	Thursday	Friday
9:00 – 11:50	EOP 262	EOP 274	EOP 258	EOP 266	EOP 279
1:30 – 3:55					

EOP = CELOP / 890 Commonwealth Ave. / Entrance on St. Paul Street

IEC = International Education Center / 882 Commonwealth Ave. / Entrance on Dummer Street (behind CELOP)

Final CELOP class day: Friday, April 21– Please make travel plans for *after* this date.

WEEKLY SCHEDULE

Grammar: Focus on Grammar4 (FOG)

Reading and Writing: Weaving It Together 4 (WIT)

Week	Listening/speaking	Reading (WIT)	Writing	Grammar (FOG)	Other
1 1/23	introductions	<i>(WIT)</i> Chapter 1-1	effective emails	gerunds and infinitives	<i>video: Apes can communicate in English</i>
2 1/30	explaining a process <i>video: Primitive Technologies</i> fluency exercises	<i>(WIT)</i> 1-2 2-1	paragraph organization	time expressions causative verbs	<i>The rules of American football</i>
3 2/6	<i>Video- Food Nation</i> customer service	<i>(WIT)</i> 2-2 3-1	<i>(WIT) chap 1</i> the essay and the process essay	adjective clauses two-word verbs	<i>time management</i> <i>reading and vocabulary quizzes</i>
4 2/13	<i>video- Lost Boys of Sudan</i>	<i>(WIT)</i> 3-2 4-1	<i>(WIT) chap 2</i> paraphrasing the definition essay	verb tenses combining sentences	<i>video- Superbowl ads</i>
5 2/20	clarification techniques				
5 2/20		<i>(WIT)</i> 4-2	the description essay writing under time pressure	continue: verb tenses combining sentences	** Monday, 2/20 Presidents' Day <i>No classes</i>
6 2/27	midterm review and assessments				**Friday March 3 Professional Development Day (CELOP only) <i>No classes</i>