



Course Syllabus
AEP ENGLISH 1B
Regular Module
(4 Weeks)

Faculty Contact and Course Information

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Email: info@elitelanguageacademy.org (All communication should be through Elite Language Academy. Use this email only if you have an emergency.)

Course Schedule: This Class meets twice a week, either in person or virtually. You will coordinate with administration additional meeting days and times based on your request and availability. You will both create your Blended Collaborative Agenda to meet the course requirements (Language Lab).
As a student, you have **4 weeks** to complete this online course. ELA **suggests** to work online at least 14 hours a week or more.

Course Description

This first level of innovative series part II is designed for beginning students. This course includes an extensive database of everyday language conversations and texts from newspapers and books. Learning lessons are entertaining with the use of interactive and personalized activities on elevated - interest topics.

General Course Outcomes

Students will learn:

- English language learners (ELLs) will understand and use very basic expressions to satisfy concrete needs.
- You can introduce yourself and ask others questions about personal details.
- You will also interact simply as long as the other person speaks slowly and clearly.

Course Components:

- Functions/Topics
- Grammar
- Vocabulary

- Conversation Strategies
- Pronunciation
- Listening
- Reading
- Writing
- Vocabulary Notebook
- Free Talk
- Analytical Reading Strategies and Skills

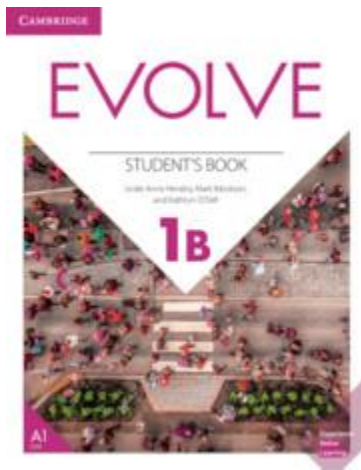
CEFR – Common European Framework of Reference
 ENGLISH I – Pre A1 – A1

Upon completion of this course, the student will be able to:

Skill	The learner will be able to:
Speaking	<p>use simple phrases and sentences to describe where he/she lives and people he/she knows.</p> <p>interact in a simple way, provided the other person is prepared to repeat or rephrase things at a slower rate of speech and help him/her formulate what he/she is trying to say.</p> <p>ask and answer simple questions in areas of immediate need or on very familiar topics.</p>
Writing	<p>write simple isolated phrases and sentences.</p> <p>write a short, simple postcard, for example, sending holiday greetings.</p> <p>fill in forms with personal details, for example, entering his/her name, nationality, and address on a hotel registration form.</p>
Listening and Reading	<p>recognize familiar words and very basic phrases concerning him/herself, his/her family, and immediate concrete surroundings when people speak slowly and clearly.</p> <p>understand familiar names, words, and very simple sentences, for example, on notices and posters or in catalogs.</p>

E- Course Materials

- **E-Course Books and Resources (for Online Instruction):**
 Author: Leslie Anne Hendra, Mark Ibbotson, Kathryn O’Dell Title: EVOLVE 1 Student’s Book with Online Course, 1st Edition Publisher: Cambridge University Press



- **English Dictionary:** Oxford American Dictionary for Learners of English (or student's preferred dictionary as long as it is English only)
- E-Book access codes for Evolve Digital Courses are sent with the registration confirmation E-mail and E- Instructions for this E-Course. To start using Evolve Digital, you need to register on the Cambridge One platform. To register, go to:

<https://www.cambridgeone.org> and click on 'Log in' in the top right corner. You can log in with your Facebook or Google account or with your email address and password. Then, you will enter your Online Course Activation code, that way, you will be able to start working on the Evolve platform. You can access this updated platform from any mobile device! Which is great because you will be able to complete all your tasks and assignments at any moment of the day from wherever you are.

Course Prerequisites

To maximize your chances for success in this course, make sure that you meet the following course prerequisites:

- **Course Prerequisites and Co-requisites:** Through placement by entrance English Assessment and/or Administration recommendation.
- **Computer Knowledge and Skills:**
 - You should be familiar with the following computer skills:
 - **File Management** - You should be familiar with finding and saving files on your computer and/or flash drive.
 - **The Internet** - You should be familiar with connecting to the Internet through an Internet Service Provider or Network Connection.
 - **Web Browser Software** - You should be familiar with using web browser software to navigate the Internet and locate information (Internet Explorer, Mozilla Firefox, Chrome, or Safari).
 - **Email** - You should be familiar with sending and receiving email messages.
 - **Attachments** - You should be familiar with sending email messages with attached files.
 - **Google Docs or Word Processing** - You should be familiar with creating, editing, saving, and printing documents using Microsoft Word.

Course Policy

- **Syllabus:**
 - Your syllabus is a legal binding contract between you and your instructor. The syllabus and course calendar is flexible and subject to change according to the needs and dynamics of the e-class. The purpose of the course outline is to give you an idea how to handle your e-grammar/composition course. You will need to sign a syllabus agreement after reading and understanding the course syllabus terms, policies, and expectations.
 - The instructor reserves the right to make changes to this syllabus. In the event that changes become necessary, students will be notified through **ELA e-mail/ personal E-mail**.
- **Student Attendance:**
 - You are expected to be on time for each in person or synchronous meeting. Your instructor's time and yours are valuable. You need to notify at least 24 hours before class for your absence. There will be a class cancelation penalty if you don't.
- **Student Participation:**
 - Regular, active, and meaningful participation in all virtual class meetings is a critically important component of this course and is essential to your success. It's your chance to clarify lessons and expand your learning. You take control over your learning!!
 - It is very important for you to actively perform in this class. *You should remain an active learner in this class and always communicate extenuating circumstances. Ongoing communication with the instructor is critical to your course success. Completion of tests, assignments, and other class activities are used as indicators of your participation in order to satisfy this reporting requirement.* Program your agenda to complete this course in **4 weeks!**
 - It is recommended that you check your ELA email or the course's online page several times during the week to check for updates. Frequency and quality of participation will affect your academic performance.

Computer Requirements – Useful Instructional Support Links

This course requires the use of computers/tablets out of class. As a result, you must have reliable access to a computer outside of class to complete your coursework, which includes access to Google Docs and using Google Chrome Extensions.

If you are experiencing difficulty logging in ELA's site or Pearson/MyEnglishLab, you must notify the instructor immediately.

- **ELA Online– Logging In:**
 - **Note:** You are responsible for your username and password for ELA Online at all times. Do not forget this important information.
 - Your username and password will be given to you upon registration.
- **ELA's Tech Resources:**

<http://site-2466225-6911-7600.mystrikingly.com/>

https://docs.google.com/document/d/1mi3XoPUExVKJytVtMBzFM6gBApLSmZ_xrU4X5e5Aku0/edit?ts=5f19a795

- **Mandatory Tutorials:**

- Watch ELA'S introduction videos to your E-Language Course. It's in your first Module.
- Cambridge University Press – Cambridge One System– Student Help & Training

Getting to know the Cambridge One system:

<https://www.youtube.com/watch?v=4sx2ZCwBTf0>

- Successful completion of the AEP ENGLISH 1A is defined as the completion of the following by **WEEK 4:**

EVOLVE 1B'S E-Course Components level 1 for AEP ENGLISH 1B:

1. **Functions/ Topics**
2. **Grammar**
3. **Vocabulary**
4. **Conversation Strategies**
5. **Pronunciation**
6. **Listening**
7. **Reading**
8. **Writing**
9. **Vocabulary Notebook**
10. **Free talk**

- E-Text
- Unit 7 Now is good
- Unit 8 You're good!
- Unit 9: Places to go
- Unit 10: Get ready
- Unit 11: Colorful memories
- Unit 12: Stop, eat, go
- E-Workbook
- Games
- Reviews
- Video Activities
- Tests

NOTE: The completion of this English course also requires Attendance to your in person or synchronous meetings.

Unit 7 Now is good	<ul style="list-style-type: none"> ■ Talk about activities around the house ■ Ask and answer questions about travel ■ Share news on the phone ■ Write a blog about things happening now ■ Ask what people are doing these days 	<ul style="list-style-type: none"> ■ Present continuous statements ■ Present continuous questions 	<ul style="list-style-type: none"> ■ Activities around the house ■ Transportation 	<ul style="list-style-type: none"> ■ <i>-ing</i> at the end of the word
Unit 8 You're good!	<ul style="list-style-type: none"> ■ Talk about your skills and abilities ■ Say what you can and can't do at work or school ■ Say why you're the right person for a job ■ Write an online comment with your opinion ■ Talk about what people in your country are good at 	<ul style="list-style-type: none"> ■ <i>can</i> and <i>can't</i> for ability; <i>well</i> ■ <i>can</i> and <i>can't</i> for possibility 	<ul style="list-style-type: none"> ■ Verbs to describe skills ■ Work 	<ul style="list-style-type: none"> ■ Saying groups of words ■ Listening for <i>can</i> and <i>can't</i>
Unit 9 Places to go	<ul style="list-style-type: none"> ■ Talk about travel and vacations ■ Make travel plans ■ Ask for information in a store ■ Write a description of a place ■ Plan a vacation for someone 	<ul style="list-style-type: none"> ■ <i>this</i> and <i>these</i> ■ <i>like to</i>, <i>want to</i>, <i>need to</i>, <i>have to</i> 	<ul style="list-style-type: none"> ■ Travel ■ Travel arrangements 	<ul style="list-style-type: none"> ■ Saying prices
Review 3 (Review of Units 7–9)				
Unit 10 Get ready	<ul style="list-style-type: none"> ■ Make outdoor plans for the weekend ■ Discuss what clothes to wear for different trips ■ Suggest plans for evening activities ■ Write an online invitation ■ Plan and present a fun weekend in your city 	<ul style="list-style-type: none"> ■ Statements with <i>be going to</i> ■ Questions with <i>be going to</i> 	<ul style="list-style-type: none"> ■ Going out ■ Clothes ■ Seasons 	<ul style="list-style-type: none"> ■ The letter <i>s</i> ■ Listening for <i>going to</i>
Unit 11 Colorful memories	<ul style="list-style-type: none"> ■ Describe people, places, and things in the past ■ Talk about colors and memories ■ Talk about movies and actors ■ Write an email about things you keep from your past ■ Talk about TV shows from your childhood 	<ul style="list-style-type: none"> ■ Statements with <i>was</i> and <i>were</i> ■ Questions with <i>was</i> and <i>were</i> 	<ul style="list-style-type: none"> ■ Adjectives to describe people, places, and things ■ Colors 	<ul style="list-style-type: none"> ■ /oʊ/ and /ɑː/ vowel sounds
Unit 12 Stop, eat, go	<ul style="list-style-type: none"> ■ Talk about snacks and small meals ■ Talk about meals in restaurants ■ Offer and accept food and drink ■ Write a restaurant review ■ Create a menu for a restaurant 	<ul style="list-style-type: none"> ■ Simple past statements ■ Simple past questions; <i>any</i> 	<ul style="list-style-type: none"> ■ Snacks and small meals ■ Food, drinks, and desserts 	<ul style="list-style-type: none"> ■ /h/ and /r/ sounds ■ Listening for <i>Do you want to...?</i>
Review 4 (Review of Units 10–12)				
Grammar charts and practice, pages 129–140 Vocabulary exercises, pages 141–151				

Grading and Completion Policy

The following information details the grading and examination policies. This information is subject to change at the professor's discretion.

- **Late Submissions/Make-up Tests Policy**
 - You have exactly **4 weeks** to complete **ALL the course components** including Post Tests. The system will grant LATE Submission based on a tentative weekly schedule, but it only serves as a student support to finish the course **ON TIME!**
- **Viewing Your Grades:**
 - Grades will always be posted on the course's GradeBook based on your progress.
 - Grades for tests and assignments will be posted in a timely manner. Instant Feedback!
- **How Your Grade Will Be Determined:**

Assignments, Lessons, Practices and Tests	Total Points; % of Final Grade	Grading Scale	
Online Unit Assessments	25%	Grade = A	(90-100%)
English Online Class & Writing Practice & Activities & Review Online Lessons & Practice	70%	Grade = B	(80-89%)
Participation – Synchronous Sessions	5%		
		Grade = C	(70-79%)
		Grade = D	(60-69%)
		Grade = F	(59% and below)
Total : Final Grade	100%		

Communication Policy

- **ELA Email:**
 - Use e- mail to keep up communication with your Instructor and institution.
 - Check ELA's website & Academic Platform for Updates.
- **Faculty Response Policy:**
 - Course emails will be answered within 48 hours. Emails sent on Saturday or Sunday may not be answered until Monday. If you need info related to a test or assignment, plan ahead and submit your questions well ahead of the due date (Week 4). Your instructor is **not** online 24 hours per day, so please allow time for response.

Academic Honesty and Other Course Policies and Procedures

- **Academic Honesty:**
 - Elite Language Academy (ELA) expects its students to be honest in all of their course work and activities. Breaches of academic honesty include cheating, plagiarism, and misrepresentation, bribery, and the unauthorized possession of examinations, papers or other class materials that have not been formally released by instructors. A student's academic work must be the result of his or her own thought, research or self-expression
 - Cheating includes, but is not limited to: copying the work of another person ([plagiarism](#)) or permitting your work to be copied by another person, discussing test answers or questions with people who have not completed the test, distributing assignment materials to other students, possessing course materials that have not been formally released to students in the course, and collaborating on the completion of assignments not specifically designated in the syllabus as being group projects.
 - Cheating will be considered a breach of ELA's Code of Conduct Policy: Breaches of Elite Language Academy's policy on academic honesty may result in academic penalties and/or disciplinary action. AT the discretion of the instructor, academic penalties may include, but are not limited to, a failing grade for a particular assignment (0 points; 0%) to a failing grade for the course, depending on the activity.
- **Critical Event Procedure:**
 - If there is major event that might impact class schedules, the instructor will post an announcement indicating what changes, if any, the event will have on the course schedule and due dates.
- **Copyright:**
 - The materials used on this course Web site may be protected by copyright and are only for the use of students enrolled in this course for the purposes associated with this course and may not be retained or further disseminated.

Student Success Tips

In order to be successful in this course, you need to be organized and manage your time well so that you can complete all assignments, lessons, practices, and assessments **on time**. You will need to devote at least 14 hours per week to complete the learning activities required in this course. Make sure that you do not allow yourself to procrastinate, and that you communicate with the instructor or your classmates, via ELA Online/ email, if you have any questions on any course materials or need assistance completing any assignments.

- Practice, practice, practice! – Watch all e-classes and virtual meetings to complete all required assignments. You have control over your learning. You can redo all the academic work, as many times you need!
- Self-monitor – Listen to yourself when you speak. Also, edit and revise your writing during and after you've finished. Check for errors and make corrections. Go over the instant feedback!
- Ask for correction – If you're not sure about something, please ask the professor. Never be defensive or embarrassed about making mistakes. Complete your Writing I online lab for extra support.
- Write down new words – In your I-pad/I-Phone/notebook, you should have a section for new vocabulary terms (or a separate e-notebook/hard copy note pad just for vocabulary). When you

encounter a new word, write it down. Practice spelling by writing/by typing each new word five times.

- Join the community – Language is not learned exclusively in a classroom. You must use the language outside of the classroom, either formally or informally. Have fun! Enjoy the learning process! Join a community organization, a study group, or find a job where you have to use English. This step is critical; you will not succeed without it!

Week 1			
Dates	EVOLVE 1	PRACTICE	CAMBRIDGE ONE
MM/DD	Introduction to the course Unit 7 – Now is good	Unit 7	Unit 7
MM/DD	Orientation VIDEOS Unit 7	E-Workbook - Chapter 1	Unit 7

Week 2			
Dates	EVOLVE 1	PRACTICE	CAMBRIDGE ONE
MM/DD	Unit 8 – You're good!	E-Workbook – Unit 7	Unit 7 –
MM/DD	Unit 8 -	E-Workbook – Unit 8	Unit 8 -

Week 3			
Dates	EVOLVE 1	PRACTICE	CAMBRIDGE ONE
MM/DD	Unit 9 – Places to go	E-Workbook - Unit 9	Unit 9:
MM/DD	Unit 9 -	E-Workbook - Chapter 9	Unit 9 -

Week 4			
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Dates	EVOLVE 1	PRACTICE	CAMBRIDGE ONE
MM/DD	Focus on MyEnglishLab Practice – Lessons Unit 10 – Get ready	Class practice	Unit 10 -
MM/DD	Focus on Online lessons and practices. Unit 10- Get ready	MyEnglishLab practice	Unit 10 -

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WEEK 5			
Dates	EVOLVE 1	PRACTICE	CAMBRIDGE ONE
MM/DD	Unit 10- Get ready	Class practice	Unit 10 -
MM/DD	Unit 10	Mastering Techniques	Unit 10-

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Week 6			
Dates	EVOLVE 1	PRACTICE	CAMBRIDGE ONE
MM/DD	Unit 11- Colorful memories	Class practice	Unit 11 -

WEEK 7			
Dates	EVOLVE 1	PRACTICE	CAMBRIDGE ONE
MM/DD	Unit 11- Colorful memories	E-Workbook	Unit 12 -
MM/DD	Unit 12- Stop, eat, go	E-Workbook -	Speaking Practice - (Instructor’s discretion)

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Week 7			
Dates	EVOLVE 1	PRACTICE	CAMBRIDGE ONE
MM/DD	Unit 12 – stop, eat, go	– E-Workbook – Unit 6	Unit 12 –
MM/DD	Focus Speaking Strategies	Unit 11	Unit 12 –

Week 8			
Dates	EVOLVE 1	PRACTICE	CAMBRIDGE ONE
MM/DD	Catch-up/Review Lessons Last Unit Achievement Test	Final class practice	Language Skills Final Practice - (Instructor’s discretion)
MM/DD	END OF COURSE COMPLETE END OF COURSE SURVEY!!		

Please sign this form and e-mail it to the professor by the end of the first week of your course.

Syllabus Receipt
2023 – 2024 Academic Year

I, _____ have received, read, and understood the Syllabus and lab assignment sheet for AEP ENGLISH 1B. I also agree to abide by the rules and assignments in the syllabus.

NAME _____
Print name clearly

SIGNATURE

DATE ____ / ____ / ____