



Course Syllabus
AEP ENGLISH 3A
Regular Module
(4 Weeks)

Faculty Contact and Course Information

Professor: Dr. Katya Pizarro/TBA
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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 course offers a fresh approach to English learning. It makes learning easy and fun. This third level of innovative series Part I offers a mixed linguistic database including real-life dialogues, readings, newspapers, and e-books. Lessons include interactive, language combined skills activities, and personalized tasks.

General Course Outcomes

Students will learn:

- English language learners (ELLs) can understand points regarding family, work, school or leisure-related topics.
- ELLs can deal with most travel situations in areas where the language is spoken.
- They can create simple texts on topics of personal interest describing experiences, events, dreams, and ambitions, as well as opinions or plans in brief.

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 3A

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

Speaking

- Describing experience
- Conversation
- Informal discussion
- Goal-oriented cooperation
- Information exchange
- Interviewing and being interviewed
- Turn-taking
- Cooperating

Writing

- Overall written production
- Creative writing
- Writing reports and essays
- Overall written interaction
- Correspondence
- Notes, messages, and forms

Listening

- Overall listening comprehension
- Understanding conversation between native speakers
- Listening to audio media and recordings

Reading

- Overall reading comprehension
- Reading correspondence
- Reading for information and argument
- Identifying cues and inferring

E- Course Materials

- **E-Course Books and Resources (for Online Instruction):**
- Author: Leslie Anne Hendra, Mark Ibbotson, Kathryn O'Dell. Title: EVOLVE 3 Student's Book with Online Course, 2nd 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

Online Lessons- Cambridge ONE – EVOLVE 3

- **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 3A is defined as the completion of the following by **WEEK 4:**

EVOLVE 'S E-Course Components level 3 for AEP ENGLISH 3A:

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 1 Who we are
- Unit 2 So much stuff
- Unit 3 Smart moves
- Unit 4 Think first
- Unit 5 And then...
- Unit 6 Impact
- E-Workbook
- Games
- Reviews
- Video Activities
- Tests

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

	Learning objectives	Grammar	Vocabulary	Pronunciation
Unit 1 Who we are	<ul style="list-style-type: none"> ■ Talk about people's personalities ■ Ask and answer questions about people ■ Make introductions and get to know people ■ Write an email to get to know someone ■ Ask questions to test a leader's personality 	<ul style="list-style-type: none"> ■ Information questions ■ Indirect questions 	<ul style="list-style-type: none"> ■ Describing personality ■ Giving personal information 	<ul style="list-style-type: none"> ■ Stressing new information
Unit 2 So much stuff	<ul style="list-style-type: none"> ■ Talk about things you've had for a while ■ Talk about things you own ■ Switch from one topic to another ■ Write an ad for something you want ■ Discuss items to take when you move 	<ul style="list-style-type: none"> ■ Present perfect with <i>ever, never, for, and since</i> ■ Present perfect with <i>already and yet</i> 	<ul style="list-style-type: none"> ■ Describing possessions ■ Tech features 	<ul style="list-style-type: none"> ■ Saying /t/ at the start of words ■ Listening for /w/ sounds
Unit 3 Smart moves	<ul style="list-style-type: none"> ■ Ask and answer questions about your city ■ Talk about how to get from one place to another ■ Ask for and give directions in a building ■ Write a personal statement for a job application ■ Give a presentation about a secret spot in your city 	<ul style="list-style-type: none"> ■ Articles ■ Modals for advice 	<ul style="list-style-type: none"> ■ City features ■ Public transportation 	<ul style="list-style-type: none"> ■ Saying consonant clusters at the start of a word
Review 1 (Review of Units 1–3)				
Unit 4 Think first	<ul style="list-style-type: none"> ■ Describe opinions and reactions ■ Make plans for a trip ■ Offer and respond to reassurance ■ Write an email describing plans for an event ■ Choose activities for different groups of people 	<ul style="list-style-type: none"> ■ <i>be going to</i> and <i>will</i> for predictions ■ <i>will</i> for sudden decisions; present continuous for future plans 	<ul style="list-style-type: none"> ■ Describing opinions and reactions ■ Making decisions and plans 	<ul style="list-style-type: none"> ■ Saying /p/ at the start of a word ■ Listening for linked sounds – final /n/
Unit 5 And then ...	<ul style="list-style-type: none"> ■ Talk about lost and found things ■ Talk about needing and giving help ■ Talk about surprising situations ■ Write a short story ■ Tell and compare stories 	<ul style="list-style-type: none"> ■ Simple past ■ Past continuous and simple past 	<ul style="list-style-type: none"> ■ Losing and finding things ■ Needing and giving help 	<ul style="list-style-type: none"> ■ Showing surprise
Unit 6 Impact	<ul style="list-style-type: none"> ■ Talk about urban problems ■ Talk about problems and solutions ■ Express concern and relief in different situations ■ Write a post giving your point of view ■ Decide if a "green" plan will work 	<ul style="list-style-type: none"> ■ Quantifiers ■ Present and future real conditionals 	<ul style="list-style-type: none"> ■ Urban problems ■ Adverbs of manner 	<ul style="list-style-type: none"> ■ Unstressed vowels at the end of a word ■ Listening for weak words
Review 2 (Review of Units 4–6)				

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 email 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** available 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 3	PRACTICE	CAMBRIDGE ONE
MM/DD	Introduction to the course Unit 1 – Who we are	Unit 1	Unit 1
MM/DD	Orientation VIDEOS Unit 1	E-Workbook – Unit 1	Unit 1

Week 2			
Dates	EVOLVE 3	PRACTICE	CAMBRIDGE ONE
MM/DD	Unit 2 – So much stuff	E-Workbook – Unit 2	Unit 2 –
MM/DD	Unit 2 -	E-Workbook – Unit 2	Unit 2 -

Week 3			
Dates	EVOLVE 3	PRACTICE	CAMBRIDGE ONE
MM/DD	Unit 3 –Smart moves	E-Workbook - Unit 2	Unit 3:
MM/DD	Unit 3 -	E-Workbook - Chapter 2	Unit 3 -

Week 4			
Dates	EVOLVE 3	PRACTICE	CAMBRIDGE ONE

MM/DD	Focus on MyEnglishLab Practice – Lessons Unit 4 – Family Life	Class practice	Unit 4 -
MM/DD	Focus on Online lessons and practices. Unit 4- Think first	MyEnglishLab practice	Unit 4 -

WEEK 5			
Dates	EVOLVE 3	PRACTICE	CAMBRIDGE ONE
MM/DD	Unit 5- And then...	Chapter 4	Unit 5 -
MM/DD	Unit 5	Mastering Techniques	Unit 5-

Week 6			
Dates	EVOLVE 3	PRACTICE	CAMBRIDGE ONE
MM/DD	Unit 6- Impact	Class practice	Unit 6 -

WEEK 7			
Dates	EVOLVE 3	PRACTICE	CAMBRIDGE ONE
MM/DD	Unit 6- Impact	E-Workbook	Unit 6 -
MM/DD	Class practice	E-Workbook - Chapter 5	Speaking Practice - (Instructor’s discretion)

Week 7			
Dates	EVOLVE 3	PRACTICE	CAMBRIDGE ONE
MM/DD	Unit 6 - Impact	E-Workbook – Unit 6	Unit 6–
MM/DD	Focus Speaking Strategies	Unit 6	Unit 6 –

Week 8			
Dates	EVOLVE 3	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,
(Print name) _____ and understood the Syllabus and lab assignment sheet for AEP ENGLISH 3A. I also agree to abide by the rules and assignments in the syllabus.

NAME _____
Print name clearly

SIGNATURE

DATE ____ / ____ / ____