



**Course Syllabus**  
**AEP ENGLISH 3B**  
**Regular Module**  
**(4 Weeks)**

**Faculty Contact and Course Information**

**Professor:** Dr. Katya Pizarro/TBA  
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**Email:** [info@elitelanguageacademy.org](mailto: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 II 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 3B

**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, 2<sup>nd</sup> 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 is your ELA email address, and your password is your date of birth in the following format: MMYYYY (e.g. April, 1984 = 041984).
- **ELA's Tech Resources:**

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

## 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 3B is defined as the completion of the following by **WEEK 8:**

### **EVOLVE'S E-Course Components level 3 for AEP ENGLISH 3B:**

- 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 Entertain us
- Unit 8 Getting there
- Unit 9: Make it work
- Unit 10: Why we buy
- Unit 11: Pushing yourself
- Unit 12: Life's little lessons
- 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 7 Entertain us	<ul style="list-style-type: none"> <li>Discuss your changing tastes in music</li> <li>Talk about TV shows and movies</li> <li>Refuse invitations and respond to refusals</li> <li>Write a movie review</li> <li>Talk about changing tastes</li> </ul>	<ul style="list-style-type: none"> <li><i>used to</i></li> <li>Comparisons with <i>(not) as ... as</i></li> </ul>	<ul style="list-style-type: none"> <li>Music</li> <li>TV shows and movies</li> </ul>	<ul style="list-style-type: none"> <li>Saying /m/ in /m/</li> </ul>
Unit 8 Getting there	<ul style="list-style-type: none"> <li>Talk about what you've been doing</li> <li>Talk about progress</li> <li>Catch up with people's news</li> <li>Write a post about managing your time</li> <li>Decide on better ways to use your time</li> </ul>	<ul style="list-style-type: none"> <li>Present perfect continuous</li> <li>Present perfect vs. present perfect continuous</li> </ul>	<ul style="list-style-type: none"> <li>Describing experiences</li> <li>Describing progress</li> </ul>	<ul style="list-style-type: none"> <li>Saying /ɑ/ and /æ/ vowel sounds</li> <li>Listening for weak forms of <i>didn't</i></li> </ul>
Unit 9 Make it work	<ul style="list-style-type: none"> <li>Talk about college subjects</li> <li>Discuss rules for working and studying at home</li> <li>Express confidence and lack of confidence</li> <li>Write the main part of a résumé</li> <li>Decide how to use your skills</li> </ul>	<ul style="list-style-type: none"> <li>Modals of necessity</li> <li>Modals of prohibition and permission</li> </ul>	<ul style="list-style-type: none"> <li>College subjects</li> <li>Employment</li> </ul>	<ul style="list-style-type: none"> <li>Grouping words</li> </ul>
<b>Review 3 (Review of Units 7–9)</b>				

Unit 10 Why we buy	<ul style="list-style-type: none"> <li>Say what things are made of</li> <li>Talk about where things come from</li> <li>Question or approve of someone's choices</li> <li>Write feedback about company products</li> <li>Design a commercial</li> </ul>	<ul style="list-style-type: none"> <li>Simple present passive</li> <li>Simple past passive</li> </ul>	<ul style="list-style-type: none"> <li>Describing materials</li> <li>Production and distribution</li> </ul>	<ul style="list-style-type: none"> <li>Saying /u/, /aʊ/, and /ɔ/ vowel sounds</li> <li>Listening for contrastive stress</li> </ul>
Unit 11 Pushing yourself	<ul style="list-style-type: none"> <li>Talk about how to succeed</li> <li>Talk about imaginary situations</li> <li>Give opinions and ask for agreement</li> <li>Write a personal story</li> <li>Talk about a person you admire</li> </ul>	<ul style="list-style-type: none"> <li>Phrasal verbs</li> <li>Present and future unreal conditionals</li> </ul>	<ul style="list-style-type: none"> <li>Succeeding</li> <li>Opportunities and risks</li> </ul>	<ul style="list-style-type: none"> <li>Saying /ʃ/ and /tʃ/ sounds</li> </ul>
Unit 12 Life's little lessons	<ul style="list-style-type: none"> <li>Talk about accidents</li> <li>Talk about extreme experiences</li> <li>Describe and ask about feelings</li> <li>Write an anecdote about a life lesson</li> <li>Plan a fun learning experience</li> </ul>	<ul style="list-style-type: none"> <li>Indefinite pronouns</li> <li>Reported speech</li> </ul>	<ul style="list-style-type: none"> <li>Describing accidents</li> <li>Describing extremes</li> </ul>	<ul style="list-style-type: none"> <li>Saying <i>-ed</i> at the end of a word</li> <li>Listening for //</li> </ul>

**Review 4 (Review of Units 10–12)**

**Grammar charts and practice, pages 129–140 Vocabulary exercises, pages 141–152**

## 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	
		Grade	Percentage
Online Unit Assessments	25%	Grade = A	(90-100%)
English Online Class & Writing Practice & Activities & Review Online Lessons & Practice	70%	Grade = B	(80-89%)
Participation – <b>Synchronous Sessions</b>	5%		
		Grade = C	(70-79%)
		Grade = D	(60-69%)
		Grade = F	(59% and below)
<b>Total : Final Grade</b>	<b>100%</b>		

## 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 <b>Unit 7 – Entertain us</b>	Unit 7	Unit 7
MM/DD	<b>Orientation VIDEOS</b> <b>Unit 7</b>	E-Workbook – Unit 7	Unit 7

Week 2			
Dates	EVOLVE 3	PRACTICE	CAMBRIDGE ONE
MM/DD	<b>Unit 8 – Getting there</b>	E-Workbook – Unit 8	<b>Unit 8–</b>
MM/DD	<b>Unit 8 -</b>	E-Workbook – Unit 8	<b>Unit 8 -</b>

Week 3			
Dates	EVOLVE 3	PRACTICE	CAMBRIDGE ONE
MM/DD	<b>Unit 9 – Make it work</b>	E-Workbook - Unit 9	<b>Unit 9:</b>
MM/DD	<b>Unit 9 -</b>	E-Workbook - Chapter 9	<b>Unit 9 -</b>

Week 4			
Dates	EVOLVE 3	PRACTICE	CAMBRIDGE ONE

<b>MM/DD</b>	Focus on MyEnglishLab Practice – Lessons Unit 10 – Why we buy	Class practice	<b>Unit 10 -</b>
<b>MM/DD</b>	Focus on Online lessons and practices. Unit 10- Why we buy	MyEnglishLab practice	<b>Unit 10 -</b>

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<b>WEEK 5</b>			
<b>Dates</b>	<b>EVOLVE 3</b>	<b>PRACTICE</b>	<b>CAMBRIDGE ONE</b>
<b>MM/DD</b>	Unit 10- Why we buy	Class practice	<b>Unit 10 -</b>
<b>MM/DD</b>	Unit 10	Mastering Techniques	<b>Unit 10-</b>

<b>Week 6</b>			
<b>Dates</b>	<b>EVOLVE 3</b>	<b>PRACTICE</b>	<b>CAMBRIDGE ONE</b>
<b>MM/DD</b>	Unit 11-Pushing yourself	Class practice	<b>Unit 11 -</b>

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<b>WEEK 7</b>			
<b>Dates</b>	<b>EVOLVE 3</b>	<b>PRACTICE</b>	<b>CAMBRIDGE ONE</b>
<b>MM/DD</b>	<b>Unit 11-</b> Pushing yourself	E-Workbook	<b>Unit 12 -</b>
<b>MM/DD</b>	Unit 12- Life’s little lessons	E-Workbook -	Speaking Practice - (Instructor’s discretion)

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Week 7			
Dates	EVOLVE 3	PRACTICE	CAMBRIDGE ONE
MM/DD	Unit 12 – Life’s little lesson	E-Workbook – Unit 12	Unit 12 –
MM/DD	Focus Speaking Strategies	Unit 12	Unit 12 –

Week 8			
Dates	EVOLVE 3	PRACTICE	CAMBRIDGE ONE
MM/DD	Catch-up/Review Lessons <b>Last Unit Achievement Test</b>	Final class practice	Language Skills Final Practice - (Instructor’s discretion)
MM/DD	<b>END OF COURSE</b> <b>COMPLETE END OF COURSE SURVEY!!</b>		

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 3B. I also agree to abide by the rules and assignments in the syllabus.

NAME \_\_\_\_\_  
Print name clearly

SIGNATURE

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DATE \_\_\_\_ / \_\_\_\_ / \_\_\_\_