

University of Puerto Rico
Río Piedras Campus
College of Humanities
Department of English

I – General Information:

- **Course Title:** Developing Functions of Oral English – 2nd Level
- **Course Code:** INGL 3041
- **Credits:** 3
- **Pre-requisites:** INGL 3101-3102 (or its equivalent), and level 2 on English Department Placement Test
- **Classroom:** LPM 215-A
- **Time:** Tuesdays and Thursdays from 8:30 AM to 9:50 AM
- **Instructor:** Ramón Valle-Jiménez
- **Email:** r.vallejz@gmail.com
- **Office:** P-12
- **Office Hours:** Tuesdays and Thursdays from 10:00 AM to 12:00 PM

II – Course Description:

INGL 3041 is a course designed to develop the vocabulary, idioms, pronunciation, and grammatical structures needed for daily conversation and written communication in students with low/intermediate English proficiency.

III – Course Objectives:

Upon completing the course, it is expected that the student will be able to:

- reduce their fear of speaking English;
- reflect on their attitudes towards learning another language;
- improve their listening comprehension in daily communication;
- become aware of common pronunciation problems;
- discern between basic verb tenses (simple and continuous present, past and future);
- recognize and use common idiomatic phrases in conversation;
- communicate effectively with others while working in groups.

IV – Course Requirements:

In order to succeed in this course, students must:

- have an active email account;
- attend class and be punctual;
- actively participate in class;
- hand in assignments when due;
- bring whatever materials are required for each session;

- treat each other and the instructor with respect.

V – Required Materials:

- McCarthy, M., McCarten, J. & Sandiford H. (2005). *Touchstone 2, Student's Book*. Cambridge, UK: Cambridge University Press.
- English/Spanish dictionary
- English thesaurus

VI – Teaching Strategies:

This class follows a communicative approach, based on activities that stress interaction and active participation from students. These activities include, but are not limited to:

- role-playing exercises;
- class-wide discussions;
- working in small groups on problem-solving tasks or games;
- solving crossword and word search puzzles;
- debates;
- class presentations;
- watching and discussing videos and movies;
- listening to and completing song lyrics;
- games;
- talking informally on a wide range of topics with partners or in groups;
- written exercises;
- writing paragraphs to be handed in as assignments.

IMPORTANT: In accordance with *Ley 51*, those students who receive services from *Rehabilitación Vocacional* should communicate with the professor at the beginning of the semester to plan the reasonable accommodation and the necessary equipment according to the recommendations of the *Oficina de Asuntos para las Personas con Impedimentos* (OAPI) of the office of the Dean of Students. In addition, those students with special needs that require some type of assistance or accommodation should communicate with the professor.

VII – Evaluation Criteria:

• Participation and Attendance	30%
• Oral Presentations	10%
• Assignments and Quizzes	10%
• Independent Lab Sessions	10%
• Midterm Exam	20%
• Final Project	<u>20%</u>
Total: 100%	

VIII – Grading System:

Standard scale of A, B, C, D, and F, with differentiated evaluation for students with special needs.

IX – Class Policies:

- Students must be respectful towards each other and the instructor. No disrespectful and offensive behavior will be tolerated at any time. These include, but are not limited to:
 - offensive remarks;
 - harassment of any kind;
 - interruptions;
 - raising your voice in anger or frustration during a discussion or debate.
- Students must keep their phones silenced throughout the entirety of the class. Any important calls must be taken outside of the classroom.
- Attendance is mandatory. More than four (4) unjustified absences will result in one (1) grade reduction. Students who are absent due to legal or medical reasons must present evidence thereof.
- Punctuality is mandatory. More than four (4) times late to class will result in one (1) absence.
- Plagiarism of any kind will not be tolerated under any circumstance. Evidence of plagiarism will result in an automatic zero (0) on the plagiarized assignment and the student will be reported to UPR-RP administration for academic sanctions.
- Oral presentations will be presented on their due date. If absent for legal or medical reasons, the student must provide the instructor with evidence thereof and a new date will be agreed upon.
- Assignments will not be accepted past their due date, with the sole exception of legal or medical reasons with evidence thereof.
- In-class quizzes will not be provided for students who are absent on the day it was assigned. If absence is due to legal or medical reasons, student must provide the instructor with evidence thereof and then a new quiz will be provided.
- The midterm exam will be an in-class discussion in groups, therefore, attendance is mandatory. If absence is due to legal or medical reasons, the student must provide the instructor with evidence thereof and then the instructor will determine how the make-up will occur.

X – Course Outline:

The following is a tentative schedule for the course, and it is subject to change:

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| • August 22 – 23: | Introduction to Course |
| • August 28: | NO CLASS (Monday courses only) |
| • August 30: | Touchstone, Unit 1 |
| • September 4 – 6: | Touchstone, Unit 1 |
| • September 11 – 13 | Touchstone, Unit 2 |
| • September 18 – 20: | Touchstone, Unit 2 |
| • September 25 – 27: | Touchstone, Unit 3 |
| • October 2 – 4: | Touchstone, Unit 3 |
| • October 9 – 11, 16: | Review |
| • October 18: | Midterm Exam |
| • October 23 – 25: | Touchstone, Unit 4 |
| • October 30, November 1: | Touchstone, Unit 4 |

- November 7: Midterm grades available online
- November 6 – 8: Touchstone, Unit 5
- November 13 – 15: Touchstone, Unit 5
- November 20: Touchstone, Unit 6
- November 22: NO CLASS (Thanksgiving break)
- November 27 – 29: Touchstone, Unit 6
- December 4 – 6: Touchstone, Unit 6
- December 11: Review
- December 14: Final Project DUE