

**UNIVERSITY OF PUERTO RICO - AGUADILLA
ENGLISH DEPARTMENT**

SYLLABUS

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|-----------------------------------|---|-------------------------------|
| COURSE TITLE | : | Conversational English |
| COURSE CODE | : | INCO 4015 |
| CREDITS | : | Three (3) |
| PRE-REQUISITE | : | INGL 3104 |
| CONTACT HOURS PER WEEK | : | Three (3) |
| SEMESTER AND ACADEMIC YEAR | : | Second Semester 2005-2006 |
| SECTION | : | L31 (MWF 3:00-4:30) |
| COURSE DESCRIPTION | : | |

This course is designed to help students increase their confidence, fluency, and correctness in the use of spoken English. Special attention is given to pronunciation, developing a strong vocabulary, and those features present in oral language such as idiomatic expressions. The idea is to provide the students with the necessary tools to improve their oral competency. To this end, the student will move from simple dialogues to dialogues with a higher technical context.

COURSE OBJECTIVES:

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

- Formulate and express ideas clearly and correctly.
- Prepare and deliver presentations on subjects related to their field of study.
- Use idiomatic expressions in their oral discourse.
- Produce oral discourse with the appropriate phonetic system of the English language.
- Formulate words, phrases, and sentences using the correct stress and intonation patterns of the English language.
- Write original dialogues similar to the ones practiced in class related to their field of study.
- Enrich their social and linguistic knowledge.
- Increase their vocabulary.

INSTRUCTIONAL STRATEGIES:

Cooperative/Collaborative Learning
Writing Tasks
Individual and Group Oral Reports
Class and Group Discussions

Pair and Small Group Work
Lectures
Library Research
Internet Research

EVALUATION STRATEGIES AND GRADING SYSTEM

There will be a balance of lecture, discussion and analysis in this course. Students will be expected to demonstrate the application of their knowledge in classroom and assessment activities. Active participation is an essential part of the evaluation and grading of students. Specific dates for tests will be coordinated with students.

| Strategy | Points | % | Grade | Points |
|--|--------|-----|-------|--------|
| Partial Tests and Quizzes | 200 | 50% | A | 90-100 |
| Final: Research Project | 100 | 25% | B | 80-89 |
| Writing Assignments and Oral Presentations | 300 | 50% | C | 70-79 |
| | | | D | 60-69 |
| | | | F | 00-59 |
| Total | 600 | 100 | | |

SPECIAL NOTES:

Assignments

- You are responsible for all material assigned and/or covered in class. If you are absent, get the class notes from one of your classmates.
- You should turn in all homework on time, in person, in class unless otherwise indicated. The professor will not be responsible for anything left in his/her mailbox.
- Type assignments on standard 8-1/2" x 11" white composition paper using Times Roman 12 point font. Assignments that do not fulfill this requirement will not be accepted.
- Assignments submitted after the due date will lose 10 points for each day it is late.
- Make sure you have the following information in the upper left-hand corner of all your assignments (10 points will be deducted if any part of this information is not provided).

Attendance is mandatory for this course

Inform me of any problem that will interfere with your presence in the class.

Cell phones and beepers

Please refrain from using cell phones and beepers in this class. Turn them off, thank you.

Incompletes

If you decide, for a justifiable reason, that you must request an incomplete for this course, you should do so in writing.

Internet and e-mail

You are expected to have and use an e-mail account. Assignments due by e-mail will only be accepted by e-mail. The date they are turned in will be based on their time-stamps (the day/hour they are sent).

Plagiarism

Any student caught plagiarizing will receive an F in the course. Plagiarism is defined as the copying of words and/or ideas from another source (including another student), and claiming them as your own. Consult the professor or the writer's guide when in doubt. The professor reserves the right to take the case to the administration.

Quizzes

A Short (10 - 15 minute) pop-quiz before class discussion of each reading selection may be administered. These quizzes will test basic comprehension of reading selections. There will be absolutely no opportunity to take this quiz after the 10-15 minute period has finished.

Accommodation

Any student that needs special accommodation should notify the professor so that appropriate arrangements can be made (Ley 51).

TEXTS and MATERIALS:

- Cambridge Dictionary of American English. (2004). Cambridge University Press.
- Spanish/English Dictionary
- Reading selections (Short Stories, Poems, Essays, and News Reports) will be provided through handouts or the WEB address where they may be accessed.
- All computer labs at University are available for student use, however, it is suggested that students use the English Department labs.

COURSE CONTENT AND TENTATIVE DISTRIBUTION OF TIME:

1. Short Dialogues: **Jan. 9-20 (6 hrs.)**
 - ❖ Greetings, getting acquainted with your classmates
 - ❖ Asking/answering simple personal questions
 - ❖ Small talk: keeping the conversation going
 - ❖ Interviewing a classmate and reporting on the interview
 - ❖ Idiomatic expressions

2. Getting People to do things: **February (11 hrs.)**
 - ❖ Making requests
 - ❖ Attracting attention
 - ❖ Agreeing and refusing
 - ❖ Idiomatic expressions

3. Talking About Past Events: **March (11 hrs.)**
 - ❖ Remembering
 - ❖ Describing experiences
 - ❖ Giving Opinions

- ❖ Agreeing
- ❖ Disagreeing
- ❖ Discussing

4. Describing Things: **April (11 hrs.)**
- ❖ Instructing people how to do things
 - ❖ Idiomatic expressions
 - ❖ Checking understanding
 - ❖ Idiomatic expressions

6. Formal Oral Presentations: **May (6 hrs.)**
- ❖ Planning and starting—Introduction
 - ❖ The middle of the presentation—The main body
 - ❖ The end is near . . . this is the end—The end
 - ❖ Image, impact, and making an impression

BIBLIOGRAPHY:

The following items are in the Library or in the Professor's Office:

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