



University of Waterloo

COURSE NUMBER: EMLS 104R

Course Name: Reading and Listening for Academic Purposes

Instructor:

Office:

Telephone:

Email:

Class Times/Location:

Office Hours:

Course Description: This course is not open to fluent speakers or writers of English. This course offers instruction in reading and listening strategies. Students learn macro and micro reading and listening strategies to improve their reading comprehension and speed, and their listening and note-taking skills. Students also build their academic vocabulary.

Course Objectives: By the end of this course, successful students will be able to

- identify main ideas and supporting points in academic reading and listening texts
- skim readings for gist and scan for specific information
- use active listening strategies for comprehension in lectures
- use reading strategies for comprehension breakdown: question, summarize, clarify, predict
- use margin notes and note-taking strategies
- use strategies to determine meaning of unfamiliar vocabulary through context clues, transitions and word part analysis
- paraphrase and summarize text and lecture material in both spoken and written forms
- make inferences about readings and lecture material to identify the writer's/speaker's point of view
- critically assess readings and lecture material for discussions
- synthesise readings and lecture material into a literature review
- interpret and summarize data in readings

Required Texts: Schmitt, D & Schmidt, N (2011). *Focus on Vocabulary 2*, White Plains, NY: Longman.

? *Longman Advanced American Dictionary*

Course maps will be made available on Desire2Learn **after** they have been distributed in class.

NOTE: No smartphones, tablets, laptops, or any other electronic devices are allowed to be used during the class and assessments. They must be switched off and placed in your bag or pocket.

Course Requirements:

Midterm test: You will write one test based on the reading and listening strategies learned in class. This test is worth 20% of your final grade.

Summary Assignments: You will have two assignments. Both of these assignments are written in class. One assignment is a summary of a reading. The other assignment is done in groups and is a summary of a listening. **Official documentation is required if you miss an in-class assignment.**

Paraphrasing Assignment: You will have one assignment which you will do in class during the allotted time. **Official documentation is required if you miss an in-class assignment.**

Vocabulary Quizzes: Throughout the term, you will complete short quizzes requiring you to write sentences using new vocabulary. These exercises will be done in class. Two of these quizzes are done in groups. As a rule, missed quizzes cannot be made up. You will write 4 quizzes, which are worth 25% of your final grade.

Synthesis Mini-Assignment: You will synthesize two texts into a short critical summary. This is worth 5% of your final grade.

Text Synthesis Portfolio: The Portfolio assignment assesses your vocabulary, reading and listening skills through the term. You will be asked to synthesise a minimum of 3 readings and a listening on an approved topic of choice into a short literature review. You will be given specific tasks to complete for your portfolio. The assignment is worth 20% of your final grade.

Portfolio Group Discussions: You will present your topic with a short overview (summary) of what you read and listened to. You will prepare some questions for the group to discuss your topic. This is worth 5% of your final grade.

Attendance Policy: Each absence results in -1% of your final grade to a maximum of -5% (five absences). If you are absent more than five classes your instructor may not allow you to continue in the class. Absences on assignment and quiz days do not receive the -1%; however, you must have a valid doctor's note in order to make up the assignment and receive a grade. Regular class attendance is essential as all teaching and practices are done in class. Instructors are strict about attendance.

Grading:

Vocabulary skills (4 quizzes – 5% each)	20%
Summary of a reading	10%
Summary of a listening (group assignment)	10%
Paraphrasing assignment	10%
Midterm test	20%
Critical Synthesis mini-assignment	5%
Text Synthesis Portfolio	20%
Portfolio discussion	5%

Evaluation Policy: Undergraduate students will receive a numerical grade on their transcript (for example 75%). Graduate students will receive a 'CR' for 'credit' or 'NCR' for 'no credit'. Graduate students must complete 100% of the assignments and receive an unofficial grade of at least 50% in order to receive a "CR."

SYLLABUS

EMLS 104 Winter Schedule of assignments, weekly study points, and relevant textbook material

FoV= Focus on Vocabulary

Week	1	2	3
1	Introduction to course Reading and Listening Strategies	Pre-reading strategies Skimming for Gist Scanning for information	Building Vocabulary: Academic Word List and Word Banks Paragraph comprehension
2	Reading 1: Main idea and Supporting details p. 3 FonV Vocabulary Development: parts of speech; word families; collocations	Listening: the big picture Listening: Active listening Main idea comprehension Listening for cues Listening for details	Listening Comprehension Strategies Note-taking strategies
3	Listening 1 Lecture on Technology Note-taking and comprehension practice	Listening 2 TEDTalk: Exploration Comprehension Strategies: listening for key ideas and numbers Critically comparing texts	Vocabulary Quiz 1 Reading comprehension strategies (CART) FonV p.12
4	Vocabulary Strategies: prefixes and suffixes Paraphrasing strategies Homework: FonV Strategy Practice p. 36 Dictionary use and word parts.	Reading and Listening TEDTalk Paraphrasing Strategies and Practice Page 27 in TED	TEDTalk continued Listening and Paraphrasing Assignment
5	Vocabulary Quiz 2 – Personal quiz Summary writing strategies	Summary writing practice Page 122: TED Recipes for Innovation Vocabulary strategies: using context clues	Summary Assignment
6	Vocabulary: Linking words/cause and effect/academic vocabulary FoV pp119-121 Exploding Sales for bottled water FoV Pp 130-131 The Dying Lake (Students pre-read these). Critical thinking and Discussion	Listening: Note-taking to write a summary: TEDTalk: Practice TEDtalk – Why we have too few women leaders.	Group Summarizing Listening Assignment TED Talk: Future Jobs

7	<p>Vocabulary strategies: using the academic word list /synonyms</p> <p>Review for Midterm</p>	Midterm Test	Reading FoV: P. 65 How Perspectives on the self Influence Consumer Behaviours
8	<p>Synthesizing Texts with similar themes FoV</p> <p>(Students pre-read) P.43-44 Marketing impact on consumers and p. 52-54 Who buys what? The family's influence. (and do exercises p. 45 and p 56)</p>	<p>Reading and listening for bias and different points of view</p> <p>Chapter 18 FoV</p> <p>P. 106 in TED Reading: Feeding Nine Billion</p>	<p>Reading and listening</p> <p>Synthesising texts: how to chose the relevant ideas</p> <p>TEDTalk: How food shapes our cities</p>
9	<p>Vocabulary Quiz 3 - Collaborative Quiz</p> <p>Synthesizing reading and listening texts:</p> <p>In class preparation for assignment How we learn: p.136 TED TEDTalk: Linguistic genius of babies</p> <p>Chapter 26 FoV Animals: How Human?</p>	<p>Vocabulary focus: Using concise vocabulary</p> <p>In-class preparation continued</p> <p>How we learn: p.136 TED TEDTalk: Linguistic genius of babies</p> <p>Chapter 26 FoV Animals: How Human?</p>	<p>Synthesis continued: Writing the introduction and creating a short literature review with references</p> <p>Vocabulary: connotation</p>
10	<p>Mini-synthesis assignment due</p> <p>Interpreting and summarizing infographics</p> <p>P.158 in TED</p>	<p>Critical reading and listening: assessing the content</p> <p>Reading: p. 155 in TED TEDTalk: p.164</p>	<p>Critical reading and listening: assessing the content</p> <p>Reading: p. 155 in TED TEDTalk: Bill Gates p.164</p>
11	<p>Vocabulary Quiz 4</p> <p>Critical reading and listening continued</p>	<p>Creating questions for discussions</p>	<p>Hand in Portfolio</p> <p>Critical thinking questions</p>
12	Discussions in small groups	Discussions in small groups	Wrap up

IMPORTANT COURSE INFORMATION

Final Examination Policy

For spring 2016, the established examination period is August 4-15 2015. The schedule will be available in June. Students should be aware that student travel plans are not acceptable grounds for granting an alternative final examination time (see: <http://www.registrar.uwaterloo.ca/exams/finalexams.html>).

Accommodation for Illness or Unforeseen Circumstances:

The instructor follows the practices of the University of Waterloo in accommodating students who have documented reasons for missing quizzes or exams. See http://www.registrar.uwaterloo.ca/students/accom_illness.html

Academic Integrity:

Academic Integrity: In order to maintain a culture of academic integrity, members of the University of Waterloo are expected to promote honesty, trust, fairness, respect and responsibility.

Discipline: A student is expected to know what constitutes academic integrity, to avoid committing academic offences, and to take responsibility for his/her actions. A student who is unsure whether an action constitutes an offence, or who needs help in learning how to avoid offences (e.g., plagiarism, cheating) or about “rules” for group work/collaboration should seek guidance from the course professor, academic advisor, or the Undergraduate Associate Dean. When misconduct has been found to have occurred, disciplinary penalties will be imposed under Policy 71 – Student Discipline. For information on categories of offenses and types of penalties, students should refer to Policy 71 - Student Discipline, <http://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-71>.

Grievance: A student who believes that a decision affecting some aspect of his/her university life has been unfair or unreasonable may have grounds for initiating a grievance. Read Policy 70 - Student Petitions and Grievances, Section 4, <http://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-70>. In addition, consult <http://arts.uwaterloo.ca/student-grievances-faculty-arts-processes> for the Faculty of Arts' grievance processes.

Appeals: A student may appeal the finding and/or penalty in a decision made under Policy 70 - Student Petitions and Grievances (other than regarding a petition) or Policy 71 - Student Discipline if a ground for an appeal can be established. Read Policy 72 - Student Appeals, <http://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-72>.

Academic Integrity website (Arts): http://arts.uwaterloo.ca/arts/ugrad/academic_responsibility.html

Academic Integrity Office (uWaterloo): <http://uwaterloo.ca/academic-integrity/>

Accommodation for Students with Disabilities:

Note for students with disabilities: The AccessAbility Services (AS) Office, located in Needles Hall, Room 1132, collaborates with all academic departments to arrange appropriate accommodations for students with disabilities without compromising the academic integrity of the curriculum. If you require academic accommodations to lessen the impact of your disability, please register with the AS Office at the beginning of each academic term.

A respectful living and learning environment for all.

1. It is expected that everyone living, learning or working on the premises of Renison University College will contribute to an environment of tolerance and respect by treating others with sensitivity and civility.

2. Harassment is unwanted attention in the form of jokes, insults, gestures, gossip, or other behaviours that are meant to intimidate. Some instances of harassment are against the law in addition to Renison University College policy.

3. Discrimination is treating people differently because of their race, disability, sex, sexual orientation, ancestry, colour, age, creed, marital status, or other personal characteristics. The Ontario Human Rights Code considers actions and behaviours rather than intentions.

4. If you experience or witness either harassment or discrimination, you may contact the Renison University College Harassment and Discrimination Officer at mmalton@uwaterloo.ca

(519-884-4404, ext. 28628).

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