

**University of Puerto Rico**  
**College of Humanities**  
**English Department**

**English 3031 / Section 001**  
**Developing Functions of Oral English / Level I - Part I**  
Monday / Wednesday / Friday 10:00 – 10:50 LPM 307  
Credit Hours: 45 hours / three (3) credits

**Prof. Robert Dupey**  
**January 2008**

**I. Course Description**

**English 3031** is the first segment of a year-long course designed for students with beginning language proficiency in English. Students will work extensively on basic vocabulary, pronunciation as well as grammatical structures necessary to carry out conversations in English.

**II. Course Objectives**

At the conclusion of **English 3031**, students will have demonstrated mastery of the following skills:

- a. comprehension and appropriate use of vocabulary according to specific contexts and purposes
- b. understanding and utilization of basic conversational formulas socially acceptable manners (e.g., greetings, farewells, requests for information, invitations, apologies, etc.)
- c. intelligible pronunciation in speech and oral reading
- d. correct use of the basic grammatical structures required in daily conversation, reading and writing (e.g., basic verb morphology, syntax, noun morphology, pronoun usage and prepositions, among others)
- e. ability to read basic English, such as news articles and stories, and comment orally or in writing on the main ideas expressed (e.g., via class discussion, oral presentations, composition and journals)

**III. Course Outline**

|                      |   |                |
|----------------------|---|----------------|
| <b>Weeks 1 – 2</b>   | Favorite songs / dreams / male-female relationships | 6 hours        |
| <b>Weeks 3 – 4</b>   | Shopping lists / taking care of others / friendship | 6 hours        |
| <b>Weeks 5 – 6</b>   | Going to the doctor / career choices / barbecues    | 6 hours        |
| <b>Weeks 7 – 8</b>   | Expressing congratulations / high school graduation | 6 hours        |
| <b>Weeks 9 – 10</b>  | Buying a used car / shopping malls / clothes        | 6 hours        |
| <b>Weeks 11 – 12</b> | Taking a bus trip / taking photos                   | 6 hours        |
| <b>Weeks 13 – 14</b> | Saying good-bye to friends / junk food              | 6 hours        |
| <b>Week 15</b>       | Wrap-up   | <u>3 hours</u> |
|                      | Total:  | 45             |

#### IV. Teaching Strategies

class discussion    debate    role-plays  
 individual/group reports and presentations  
 art    -    music    -    dictations    -    student journals / writing portfolios

#### V. Course Requirements and Evaluation

1. Students must attend class **each day** and are also expected to be **on time!!**  
 Latenesses count!! Students have made a personal commitment to take all of their college courses and therefore, can fully benefit from them only by attending every day! Students will receive a **100 point** attendance grade at the end of the semester. Each absence to any class signifies a reduction of **five (5)** points for this grade (i.e. 95, 90, 85, 80, etc). This policy will be strictly enforced. Only serious illness, the loss of a family member or other extremely serious circumstances will be considered as a valid excuse for absences.
2. Tests have a value of 100 points and are always announced in advance. Students must be **present for each test**. **Only an official medical excuse** will be accepted in case a student is absent on the day of a test. If there is no medical excuse, a grade of **0** will be given. Make-up tests, given only under these circumstances, will be different tests from those taken by the group.
3. Occasionally short quizzes (25 or 50 points) may be given with previous notice. If a student is absent on the day of a quiz, he / she will receive a **0** with no allowance for a make-up. **No** exceptions will be made.
4. Students will keep a *writing portfolio* / journal throughout the duration of the course. This project will have a value of **100 pts**. It will include written assignments, writing exercises, and journal entries among other types of writing. The criteria for evaluation will be based primarily on neatness, completeness and creativity. They will be picked up frequently!
5. There will be frequent **100 point** oral group presentations dealing with a variety of topics which arise during the course of the semester. Generally the evaluation of this type of project will be based on the group's performance as a whole.
6. A full (100 pt.) grade based on each student's class participation, daily performance and effort will be given at the conclusion of the semester.
7. Students are asked to always have the following materials in class: their text books, writing portfolios, some loose-leaf paper, a small notebook designated for this course and a pen. All work done in the writing portfolio as well as quizzes, tests and other assignments to be handed in must be done in ink!

## 8. Resource Center – Pedreira105

Laboratory work will also be will an important element for a student’s daily work evaluation. Lab is fifty minutes once a week in addition to class time. Attendance is mandatory. Any absences must be made up within one week; make-ups after this one-week period will not be allowed.

## 9. Important Note:

The University of Puerto Rico maintains the following grading scale:

**A - Excellent 100 - 90      B- Very Good 89 - 80      C- Average 79 - 70**

**D - Deficient 69 - 60      F- Failure 59 and below**

...This grading scale will be considered at all times in the evaluation of each student’s academic performance. The level of a student’s commitment to improvement and excellence in each and every aspect is vital at this stage of his / her college studies!

10. Students are asked to keep their cell phones off / on vibrate while class is in session.

**V. Bibliography**

Flynn, K.F., M. Rosenthal, I. Feigenbaum & L. Butler (1998). *Connect with English Grammar Guide 1*, Boston: McGraw-Hill.

McPartland-Fairman, P., M. Berman, L. Butler & M. Sokolik (1998). *Connect with English Video Comprehension Book 1*, Boston: McGraw-Hill.

Tiberia, P., J. Battiste, M. Berman, & L. Butler (1998). *Connect with English Conversation Book 1*, Boston: McGraw-Hill.

**VI. Office Hours**

Office #12 Pedreira (English Department – basement  
[OFFICE HOURS PENDING!!!]

\* Students are welcome to make appointments.

**Important Notice:** In accordance with the recommendation of the Dean of Students Office (Division for Persons with Disabilities), students who are clients of the Office of Vocational Rehabilitation must contact the professor at the beginning of the semester in order to make arrangements for reasonable accommodations and for any necessary auxiliary equipment. Other students with special needs who require any kind of assistance or reasonable accommodations should also contact the professor. Alternative evaluation methods will be provided to students with identified special needs.

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