

Bergen Community College
Division of Humanities
Department of ESL and World Languages
Course Syllabus
ALP 006 American Language Foundations Reading

Information About Course and Instructor:

Semester and year:
Section Number:
Meeting Times:
Locations:

Instructor:
Office Location:
Phone:
Departmental Secretary:
[optional] Office Hours:
Email Address:

Course Description:

ALP-006 Foundations Reading is a course for international students with little or no exposure to English. It provides them with instruction in pronouncing written words and understanding simple written texts. It also introduces students to the most common vocabulary of English and develops their ability to use this vocabulary in Basic Structures.

3 lec., 3 non-degree credits
Prerequisite or Co-requisite: ALP-004

Student Learning Outcomes: As a result of meeting the requirements in this course, students will be able to:

One: Students will use reading strategies and critical thinking to understand and respond to level appropriate texts.

- Students will use a variety of prereading and reading comprehension strategies to understand information and ideas in level appropriate texts.
- Students will begin to understand how signal words provide clues to organizational formats.
- Students will begin to respond to texts.
- Students will apply their knowledge of grammar to understand texts

Two: Students will use study skill techniques to understand and recall information in level appropriate texts.

- Students will begin to paraphrase and summarize short texts orally and in writing.

Three: Students will expand their vocabulary.

- Students will determine the meaning of unfamiliar words.

- Students will demonstrate an understanding of new vocabulary by using it in oral and written production.

Four: Students will develop information literacy skills.

- Students will demonstrate a level appropriate use of library services.
- Students will be able to access and retrieve information from one encyclopedic resource.
- Students will use information in an ethical and legal manner.

Means of Assessment:

To determine whether students have achieved course goals, teachers will evaluate:

- Participations in class discussions
- Homework assignments
- Book reports
- Quizzes and tests
- A departmental final exam

At the end of the course, all students take a level wide in-class reading comprehension test. Students will read a passage and answer approximately 30 multiple choice questions. **The final exam counts for 30% of the student's final grade.** Practice final exams are made available to acquaint the students with test format and content.

Course Content:

This course reviews and introduces students to reading strategies that students need at a beginner level of English. Students will, with some errors:

Use Reading Strategies & Critical Thinking Skills

1. Identify purpose of reading.
2. Preview informational texts to assess content and organization.
3. Skim materials to gain an overview of content or locate specific information.
4. Read to collect and interpret data, facts, and ideas.
5. Distinguish between fact and opinion.
6. Recognize how new information is related to prior knowledge or experience.
7. Identify signal words (*finally, furthermore, in addition*) that provide clues to organizational formats such as time order, compare/contrast.
8. Draw conclusions and make inferences based on explicit and implied information.
9. Distinguish between relevant and irrelevant information.

Use Study Skill Techniques to Understand and Recall Information

1. Summarize and paraphrase texts orally and in writing.

Expand Vocabulary

1. Determine the meaning of unfamiliar words by using context clues, a dictionary, a glossary, and structural analysis (roots, prefixes, suffixes) of words.
2. Use new vocabulary appropriately.

Apply Information Literacy Skills

1. Demonstrate a level appropriate use of library services.
2. Access and retrieve information from one encyclopedic
3. Use information in an ethical and legal manner.

Course Texts and/or Other Study Materials:

1. Reflect Reading & Writing 1 with the Spark platform -

ISBN: 9780357448540

2) Longman Dictionary of American English

ISBN: 9781447948100 (Pearson Longman)

Suggested Supplementary Reading

(Penguin Readers: library – outside reading)

[BCC Bookstore Link - Click here](#)

For students: in case they have an old version
To buy the access code separately.

[Cengage / Access Code - Click here \(check each tab to find what you are looking for\)](#)

Grading Policy :

A student's final grade for the course is based primarily on his/her **performance** on the required work for the course (homework, assignments, tests), class participation, group work and on his/her overall **mastery** of the material covered in the course.

Sample grading policy (example):

Class participation/ Spark Lab:	10%
Homework Checks:	5%
Book Reports	20%
Quizzes / Tests:	35%
Final Exam:	30%

Grade Breakdown:

A 90-100
B+ 86-89
B 80-85
C+ 76-79
C 70-75
D 65-69
F 64-below

Attendance Policy:

Students are expected to attend class regularly and punctually. Attendance will be taken at each class session. If students occasionally arrive late, they should enter quietly, and not disturb the class. If students miss class, they should find out what they missed. It is probably a good idea for students to exchange telephone numbers with other students to find out about missed classes.

Poor attendance will affect a student's grade. If a student's absence exceeds one and a half times the number of weekly meetings, the student's grade will be lowered by one full letter grade. If a student is absent excessively, the student can expect to fail the course. Lateness counts, too. Two late arrivals will equal one absence.

Departmental Policy Statements:

• Statement on Academic Integrity

Academic Integrity is a standard of conduct in the BCC Student Code of Conduct: https://bergen.edu/wp-content/uploads/StudentCodeofConduct2016_EngVer12062016.pdf
The College defines academic integrity as "the honest, fair, and continuing pursuit of knowledge, free from fraud or deception. Students are responsible for their own work. Faculty and academic support services staff will take appropriate measures to encourage academic honesty".

Examples of behavior that demonstrate a lapse in academic integrity include: copying another student's work, doing the work for someone else, sharing answers during an exam, plagiarism, and unethical use of technology for acquiring information from the Internet.

• Statement on Plagiarism

Students are responsible for their own work. Bergen Community College is committed to academic integrity-the honest, fair, and continuing pursuit of knowledge, free from fraud or deception. Behavior that demonstrates a lapse in Academic integrity includes Plagiarism.

Plagiarism is a form of academic dishonesty and may be a violation of U.S. Copyright laws. Plagiarism is defined as the act of taking someone else's words, opinions, or ideas and claiming them as one's own. Examples of plagiarism include instances in which a student:

- knowingly represents the work of others as his/her own
- represents previously completed academic work as current
- submits a paper or other academic work for credit which includes words, ideas, data or creative work of others without acknowledging the source
- uses another author's exact words without enclosing them in quotation marks and citing them appropriately
- paraphrases or summarizes another author's words without citing the source appropriately

Source: [Bergen Community College Catalog, 2016](#)

Student and Faculty Support Services:

Accessibility Statement

Bergen Community College is committed to ensuring the full participation of all students in its programs. If you have a documented disability (or think you may have a disability) and, as a result, need a reasonable accommodation to participate in this class, complete course requirements, or benefit from the College's programs or services, contact the Office of Special Services (OSS) as soon as possible at 201-612-5270 or www.bergen.edu/oss. To receive any academic accommodation, you must be appropriately registered with OSS. The OSS works with students confidentially and does not disclose any disability-related information without their permission. The OSS serves as a clearinghouse on disability issues and works in partnership with faculty and all other student service offices.

Student Support Services

Bergen Community College provides exemplary support to its students and offers a broad variety of opportunities and services. A comprehensive array of student support services including advising, tutoring, academic coaching, and more are available online at <https://bergen.edu/currentstudents/>.



Include a Course Outline and Calendar: *(Sample Tentative Calendar - Check Tentative Calendar provided in ALP Course Files)*

Week	Topic/Activity	Assignments / Events
1 - 3	Introduction; Parts of Speech	SPARK / Textbook
4 - 6	Building Vocabulary; Finding the Main Idea	SPARK / Textbook
7 - 8	Opposites; Connectors Review	SPARK / Textbook Quiz
9 - 10	Summarizing, Paraphrasing; Details	SPARK / Textbook
11 - 12	Noun/ Pronoun Referent; markers this, that, these, those	SPARK / Textbook
13 - 14	Inferencing and Conclusion Review & Practice Tests	SPARK / Textbook Test
15	Department-wide Final Test	Test

Possible Note to Students: This Course Outline and Calendar is tentative and subject to change, depending upon the progress of the class.