

IELI 2440—Academic Discourse
Fall 2009

Instructor: Ann Roemer
Office: Main 071
Phone: 797-2051
E-mail: ann.roemer@usu.edu
Office Hours: MW 10:00-10:30 or by appointment
Class Times: MWF 11:30-12:20
Location: Main 343

Important Dates:

Classes Begin	Tuesday, August 25	
Labor Day	Monday, September 7	Holiday (No classes)
Mid-term grades due	Friday, October 9	
Follow Friday schedule	Thursday, October 15	
Fall Break	Friday, October 16	No classes
Daylight Savings Time ends	Sunday, November 1	(Turn clocks back 1 hour)
Thanksgiving Holiday	Wed.–Fri., Nov. 25 - 27	No classes
No-Test Week	November 30-Dec. 4	
Classes end	Friday, December 5	
Final Examinations	Mon.–Fri., Dec. 7-11	No classes—only exams
Final Exam for this class	Fri., Dec. 11, 9:30-11:20	

About the Course: The purpose of this course is to enable you to speak more effectively in an academic setting such as a university classroom. Class activities are designed around the planning and delivery of brief (5-10 minute) oral presentations on academic topics. You will be video-recorded while presenting, and you will use the recordings to review your performance and write self-critiques. You will also receive feedback from your peers and your instructor.

Text: Reinhart, Susan M. (2002). *Giving academic presentations*. Ann Arbor: University of Michigan Press.

Evaluation: In-class preparation, quizzes & audience participation 15%

• Introduction (5%)	75%
• Describing an Object (10%)	
• Defining a Term (15 %)	
• Explaining a Process (20%)	
• Presenting Graphic Information (optional)	
• Problem-Solution (25%)	
Critiques	10%

The following grading scale will be used:

A+	96-100		
A	93 - 95	C	77 - 78
A-	90 - 92	<u>C-</u>	<u>75 - 76</u>
B+	87 - 89	D+	72 - 74
B	84 - 86	D	69 - 71
B-	82 - 83	D-	66 - 68
C+	79 - 81	F	< 65

According to IELI policy, you must earn a C- or better to pass the course.

Class Policies

Attendance. Immigration rules require that international students be full-time (i.e., take 18-credits) while at IELI and attend classes everyday. Professors must report excessive absences to the OISS (Office of International Student and Scholars). If you must miss class, be sure to let your teacher and the IELI office know why you are absent. An absence of more than one or two classes due to illness will require a note from a doctor indicating that your absence was for health reasons.

Pop quizzes: There will be a number of “pop quizzes” (quizzes without warning) over the semester—always given at the beginning of class. Students who are late or miss class will get a 0 for the quiz. The quizzes will always be based on information in the text or from lectures. If you pay attention in class and keep up with the work, you will do fine on these quizzes.

Late assignments and make-up work. All presentations must be given on the scheduled day. A student will not be permitted to make up missed assignments unless the absence is excusable (i.e., the student was ill or had an emergency) or unless the student has gotten the instructor’s permission **before** the due date for the assignment. Written assignments are expected no later than the announced due date. The instructor reserves the right not to accept late assignments unless the student has obtained prior permission to submit an assignment after the due date.

University Policies

Academic Integrity – “The Honor System.” Each student has the right and duty to pursue his or her academic experience free of dishonesty. The Honor System is

designed to establish the higher level of conduct expected and required of all Utah State University students.

The Honor Pledge: To enhance the learning environment at Utah State University and to develop student academic integrity, each student agrees to the following Honor Pledge: “I pledge, on my honor, to conduct myself with the foremost level of academic integrity.” A student who lives by the Honor Pledge is a student who does more than not cheat, falsify, or plagiarize. A student who lives by the Honor Pledge: Espouses academic integrity as an underlying and essential principle of the Utah State University community; Understands that each act of academic dishonesty devalues every degree that is awarded by this institution; and Is a welcomed and valued member of Utah State University.

Grievance Process (Student Code). Students who feel they have been unfairly treated [in matters other than (i) discipline or (ii) admission, residency, employment, traffic, and parking – which are addressed by procedures separate and independent from the Student Code] may file a grievance through the channels and procedures described in the Student Code: http://studentlife.tsc.usu.edu/stuserv/pdf/student_code.pdf (Article VII. Grievances, pages 25-30).

Plagiarism. Plagiarism includes knowingly “representing, by paraphrase or direct quotation, the published or unpublished work of another person as one’s own in any academic exercise or activity without full and clear acknowledgment. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.” The penalties for plagiarism are severe. They include warning or reprimand, grade adjustment, probation, suspension, expulsion, withholding of transcripts, denial or revocation of degrees, and referral to psychological counseling.

Sexual Harassment. Sexual harassment is defined by the Affirmative Action/Equal Employment Opportunity Commission as any “unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature.” If you feel you are a victim of sexual harassment, you may talk to or file a complaint with the Affirmative Action/Equal Employment Opportunity Office located in Old Main, Room 161, or call the AA/EEO Office at 797-1266.

Students with Disabilities. The Americans with Disabilities Act states: “Reasonable accommodation will be provided for all persons with disabilities in order to ensure equal participation within the program. If a student has a disability that will likely require some accommodation by the instructor, the student must contact the instructor and document the disability through the Disability Resource Center (797-2444),

preferably during the first week of the course. Any request for special consideration relating to attendance, pedagogy, taking of examinations, etc., must be discussed with and approved by the instructor. In cooperation with the Disability Resource Center, course materials can be provided in alternative format, large print, audio, diskette, or Braille."

Withdrawal Policy and "I" Grade Policy. Students are required to complete all courses for which they are registered by the end of the semester. In some cases, a student may be unable to complete all of the coursework because of extenuating circumstances, but not due to poor performance or to retain financial aid. The term 'extenuating' circumstances includes: (1) incapacitating illness which prevents a student from attending classes for a minimum period of two weeks, (2) a death in the immediate family, (3) financial responsibilities requiring a student to alter a work schedule to secure employment, (4) change in work schedule as required by an employer, or (5) other emergencies deemed appropriate by the instructor.

Changes may be made to the original syllabus. Students will be consulted beforehand.