

***ENG2401 Sentences and Short Paragraphs***

**www.ajarng.weebly.com**

The above is the URL to the course website. You can find course information, course rules, exam information and other related information on the course website. You are expected to check it everyday.

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PLEASE DO NOT USE FACEBOOK TO COMMUNICATE ABOUT THIS COURSE. E-MAIL IS PREFERABLE.

Period Times

Sign in is required for each day before 10am. If you are caught signing in your friends you will lose your attendance for the course.

If you have any problems attending any classes then you need to tell me about the problem *as soon as possible* otherwise you may lose a key part of your score or fail the entire course.

If you do not attend classes you will not score anything for class activities and will lack necessary knowledge for the final exam. There will be no make-up scores on the exam unless a valid medical note is produced or another official form of proof.

Course Evaluation

**Class** 50%

*-Attendance 10%*

*-Quiz x 2 20% (May be added to exam/presentation score if the class is too large)*

-Presentation 20%

**Final Exam** 50%

Plagiarism

I have come across differing levels of plagiarism in my previous courses. During the last course too many people used the internet to copy work for take-home assignments and a number of students were observed cheating in the exam.

Cheating is a serious offence and is unfair on the students who genuinely work hard in order to get a good grade.

I have recorded the names of the people from my previous courses caught plagiarising, cheating or talking during exams and I have kept these on record. If any of these names come up again with regard to plagiarism or cheating, then the student in question will be given an instant fail.

If anyone is caught plagiarising or cheating who has not done so before then they will be given a 30% penalty deducted from their overall grade for this course and their name will be recorded for future reference.

Also, anyone who is caught cheating will have their name highlighted on the class register so that every other student will know it was.

The Director will also have access to this information during and after the course.

Acceptable forms of proof of absence

I am well aware that many of the students have a busy life and are sometimes unable to attend the class. I have made the attendance grade very small in order to accommodate people who may have to work during the day or who are unable to attend every class. However it is still compulsory to attend all classes and you will lose large parts of the overall score if you are absent for the quizzes, the final presentation or the final exam.

If you are absent for any of the days you will lose a part of your attendance score (up to 5% for class attendance, 10% for every quiz you miss and15% for the final presentation). You will be able to recover any of these grades with a valid absence note which can be one of the following;

*1. A medical note signed from a medical institution such as a hospital*

*2. A note of essential work (e.g. if you had to work in a school). You must get a signed letter from the employer to prove that you were working there.*

*3. Proof of travel (e.g. if you had to fly out of the country for a visa, business etc.). You must bring a copy of the travel document.*

I will not accept word of mouth; proof must be brought to class. If you bring fake proof then I will assume you are trying to cheat, which could result in an instant fail.

If I feel a student is missing too many classes then I may recommend switching them to a take home assignment instead or repeating the course at a later date.

*Please be respectful if you have a disagreement regarding the course.*

Ramkhamhaeng University Regulations on the Practices of Examination

B.E. 2546 (2003), B.E. 2540 (1997), and B.E. 2537 (1994)​

Students may be allowed an examination deferral on the grounds of justified hardship (i.e. accident or sickness) with an official document stating the reasons.

Students must sign in for examination and MUST present the registration receipt and passport / ID card/ student ID card to the invigilator on duty; otherwise they will not be admitted into the examination room

Students are expected to arrive at the scheduled time to the examination room. Latecomers will only be admitted into the examination room if they show up during the first fifteen minutes

Students are required to bring their own calculators (where permitted), pens, pencils, and erasers. Sharing is not permitted.

Students are required to turn off their mobile phones and keep in their bags.

Students are expected to remain in the room during the exam and not leave except for absolute emergencies (i.e. bathroom or illness)

By the Ramkhamhaeng University regulation B.E. 2537(1994), if the student is caught for cheating, the student will receive “F” grade for all the courses in the current semester and will not be permitted to register in any other courses for the following two semesters.

Students are not allowed to communicate with each other during the examination and must be careful not to give other students the opportunity to copy answers. When any questions arise, student must raise the hand to ask for assistance only from the lecturer or the invigilator on duty. If the student allow other students to copy the answers, the student will receive “F” grade for all the courses in the current semester and will not be permitted to register in any other courses for the following two semesters.

Students must obey the rules, regulations, and the invigilator on duty.  Students with student discipline violators will be punished.

Students should dress appropriately, no shorts and sandals.

ENG2401 Sentences and Short Paragraphs

**Course Description/Objectives**:

*ENG2401 Sentences and Short Paragraphs* is designed to help students whose native language is not English to learn about writing sentences and short paragraphs in the English language.

Regular attendance and participation are essential and will lay a foundation for learning vocabulary and for communication, i.e. building fluency and clarity of expression, both in speaking and writing. Each student will have her/his own course book.

Some emphasis will also be placed on the correct pronunciation of target vocabulary.

**Student Outcomes**:

For successful completion of this course the student will be expected to:

1. Work in groups to effectively solve problems and complete a course presentation
2. Show an ability to paraphrase and summarize professional writings
3. Use correct punctuation when writing sentences and paragraphs
4. Develop neatness and order in writing
5. Compose sentences using basic sentence patterns (e.g. simple and compound)
6. Build confidence in using the language accurately and effectively
7. Develop the ability to use new sentences and paragraphs confidently and accurately
8. Remember and recognise new vocabulary and use it appropriately in the right context
9. Use initiative in identifying problems with regard to new sentence and paragraph structures
10. Complete written exercises from the course book