

Syllabus Speaking & Grammar Foundations

Instructor Information

Instructor: Ms. Bich Nguyen

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Office Hours: Tuesdays,
11h00AM

Office Location: UPC 351

Course Description

This course focuses on

- (1) the production of accurate grammar in oral language and
- (2) accurate pronunciation in spontaneous speech.

Writing can be used to aid in grammar form learning, but the focus should be on oral development of target grammar. Students review traditional grammar terms and concepts as necessary to improve spoken accuracy. Students also learn and employ pronunciation techniques.

Course Learning Outcomes

1. Notices target grammar use in mainly listening and some reading in isolation and in at-level text.
 1. Recognizes target grammar form
 2. Understands the meaning of target grammar
 3. Understands when and why target grammar is used
 4. Uses grammar strategies to infer the meaning of unfamiliar words
2. Uses target grammar appropriately* in mainly spoken and some written English
 1. Generates target grammar form in isolation
 2. Uses target grammar to participate appropriately in simple conversation
 3. Explains the reasoning of target grammar use in different contexts (informal, formal, written, and spoken)
 4. Uses target grammar to respond to a prompt with time constraints and/or preparation time
 5. Uses grammar strategies to change the meaning and/or part of speech of familiar words
3. Engages in level-appropriate tasks and functions
 1. Asks questions using memorized phrases and sentences
 2. Answers questions using memorized phrases and sentences
 3. Uses correct intonation for statements and questions
 4. Uses subject, verb, object statement structure to narrate and describe in the present
 5. Participates in simple conversation by creating language based on memorized phrases and formulaic speech

Required Materials

1. *Basic English Grammar*, 5th Edition (chapters 8-14) (Pearson Education), 978-0-13-672603-6
2. Notebook
3. Pencil and pen
4. Google Drive access

IMPORTANT: Your textbooks need to be blank (no writing or answers from other students). A textbook with an online code needs to be new.

Books can be found at the BYU store or on Amazon

[Amazon Textbook link](#)

[Links to an external site.](#)

Grades

You have two different grades: a Proficiency grade and a Learning Experience grade. The Proficiency grade shows your language ability, and your Learning Experience grade shows your active participation.

Assignments & Assessments

Here is a list of assignments and tests for this class. You can see the due dates for the assignments on the calendar.

Proficiency

The Proficiency grade shows how well you understand and use English. This grade includes grammar and pronunciation quizzes, grammar tests, recordings/speaking tests, and mini-projects/presentations. You usually need a Proficiency grade above 74% to move to the next level at the end of the semester. If your Proficiency grade is low, you may be dismissed.

Grammar Tests (40%)

There will be one grammar quiz after two weeks. Quizzes will be taken individually during class and will cover material from the chapters studied in class.

Midterms and Final Exam (20%)

You will have two midterms and one final exam. The first midterm will take place after one month, and the final exam will be held at the end of the semester.

Presentation / Project (10%)

You will give one presentation in class this semester and also complete a project. Detailed instructions for both will be provided in class and on Canvas.

- **Presentation:** Each student will present on material from the chapters.
- **Project:** You will create a podcast.

Speaking (20%)

You will complete speaking assignments to assess your pronunciation and overall speaking skills. These may be recorded at home. A speaking test will take place after two weeks.

Late Proficiency Assignment Policy

You can complete a late Proficiency assignment. A late assignment does not automatically lose points. You need to complete the assignment before your teacher reports grades (every three weeks: **Sep 29, Oct 20, Nov 10, Dec 1.**)

If your absence is too close to the grade report, your teacher can give you an extra week. If you do not complete the late assignment by the new deadline, your grade will be 0.

Your teacher can decide to excuse a missed proficiency assignment.

Learning Experiences

Learning Experience grades show your effort to learn, practice, and apply your ELC lessons. Some Learning Experience grades will be in the class and some will be assignments you complete at home. Going to class does not mean a good learning experience. You need to actively participate and complete assignments on time. You need more than 80% for your Learning Experience grade or you can be dismissed.

Examples of Learning Experiences in this skill area include: completion of workbook assignments, grammar presentations, extended group work tasks, review activities, preparing outside of class for an in-class task

Late Learning Experience Policy

Learning experiences need to be completed by the due date.

If you have an excused absence, your teacher can choose to accept a late Learning Experience assignment before the grade report days (every three weeks: **Sep 29, Oct 20, Nov 10, Dec 1.**) If your excused absence is too close to the grade report, your teacher can give you an extra week. Your teacher can also choose to excuse the Learning Experience.

You cannot complete every unexcused Learning Experience late, so you need to talk to your teacher. You will have a 0 for some unexcused Learning Experiences.

Language Acquisition Tests (LATs)

Language Acquisition Tests (LATs) are the final test in the semester. You will have a reading, writing, listening, and speaking test. All students at the ELC take the same tests. You must take the LATs or the semester will be incomplete.

This semester, you will take your LATs on **December 10th and 11th.**

Attendance Policy

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ELC students must maintain 80% attendance in every course. When a student's attendance goes below 80% in any one of the four courses, that student receives a warning letter and is put on attendance probation. Any additional unexcused absences before raising your attendance back to 80% will result in dismissal from the ELC program. Upon receiving an attendance dismissal letter, students should go to the Admissions Office (105 UPC).

Students are marked absent when they

- are more than 10 minutes late,
- miss more than 10 minutes of class,
- or leave more than 10 minutes early

When absent, students should contact their teachers to receive information on missed learning experiences.

Some absences may be excused. Students who are sick and unable to attend class should provide a doctor's note to the Teacher and Student Services Office (103 UPC) within two days of returning to class. Students should also notify ELC administration in writing of any planned absences, (for example: a family wedding or a death in the family). These documents should be delivered to the same office (UPC 103). These absences will be considered on an individual basis and may not necessarily be excused.

Preventing Sexual Discrimination & Harassment

Title IX of the Education Amendments of 1972 is intended to eliminate sex discrimination and sexual harassment in educational contexts. Any ELC student who becomes aware of sexual harassment, discrimination, or misconduct of any kind, directed toward them or any other member of the ELC community should immediately contact Sandy Hatchett (801-422-5318, sandy_hatchett@byu.edu) or Dr. Ben McMurry (801-422-8521, ben_mcmurry@byu.edu), they will work with you and report to the Title IX office.

Students with Disabilities

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Students with Disabilities should meet with the Student Services Advisor for help in identifying ways to accommodate any special needs. Teachers who suspect or are aware that one of your students has a disability, should also contact the Student Services Advisor (801-422-5318). If ELC teachers receive notice of disability document from a student or from another entity on campus, the teacher should share the letter with the Student Advisor as soon as possible.

Accommodations for students are agreed upon by two administrators.

Academic Honesty

Links to an external site.

ELC students should be honest with others, complete their own work and be evaluated based upon that work, and avoid academic dishonesty including cheating, falsification, and plagiarism. To learn more about the definitions of cheating, falsification and plagiarism, visit the [ELC Policies page](#)

Links to an external site.

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Artificial Intelligence (AI)

Artificial Intelligence (AI) refers to tools that make decisions or generate original content based on existing content. In this program, our goal is to help you become capable English language users whose behavior and moral character are an example of honesty, excellence, and integrity.

This policy is to clarify appropriate use of AI tools (such as ChatGPT). The use of AI in academic work should meet the following requirements.

- AI cannot be used in any test at the ELC.
- AI can only be used as approved by the instructor of the course. For example:
 - AI may be used in the prewriting process.
 - AI may be used to help revise your own writing.
- A note should be always included at the end of the assignment explaining how AI was used.

Academic integrity: The use of AI to create work that is intended to deceive or misrepresent the student's abilities, contribution, or knowledge is strictly prohibited and will be treated the same as plagiarism. This includes plagiarism, or representing others' work as one's own. Any use of AI should also adhere to established law and BYU's plagiarism policy:

<https://policy.byu.edu/view/academic-honesty-policy>

[Links to an external site.](#)

September 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
7 Week 1	8 First Day of Class	9	10	11	12	13
14 Week 2	15	16	17	18	19	20

September 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
21 Week 3	22	23	24	25 Quiz 1	26	27
28 Week 4	29	30				

October 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2 Quiz 2	3	4
5 Week 5	6	7	8	9 Quiz 3	10	11

October 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
12 Week 6	13 Presentation	14 Presentation	15 Presentation	16 Midterm 1	17	18
19 Week 7	20	21	22	23 Quiz 4	24	25
26 Week 8	27	28	29	30 Quiz 5	31	

November 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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2 Week 9	3	4	5	6 Quiz 6	7	8

November 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
9 Week 10	10	11	12	13 Midterm 2	14	15
16 Week 11	17	18	19	20 Quiz 7	21	22
23 Week 12	24	25	26 No Classes	27 No Classes	28	29
30 Week 13						

December 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2 Final Test	3	4	5	6

December 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
7 Week 14	8	9 Last Day of Class Closing Assembly 2:00 pm 2 nd Floor Chapel	10	11	12	13