## Practical English

Fall 2005

Instructor: Ryan P. Shepherd Mailbox: Language Education Center, First

**Textbook:** American Headway 2 Floor, Mailbox #15

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**Telephone:** 510–3304 **Ofice Hours:** Wednesday and Friday 2–3.

## Schedule

Weeks 1 & 2: September 1 – 14; Introductions

Weeks 3 & 4: September 15 - 28; Holiday September 19; Units 4 and 5

Weeks 5 & 6: September 29 - October 12; Holiday October 3; Unit 6

Weeks 7 & 8: October 13 - 26; Unit 7, Homework 1 (5%), and Exam 1 (20%)

Weeks 9 & 10: October 27 - November 9; Unit 9, Homework 2 (5%), and
Exam 2 (20%)

Weeks 11 & 12: November 10 – 23; Unit 12, Homework 3 (5%), and Exam 3 (20%)

Weeks 13 & 14: November 24 - December 7; Final Listening and Writing Exam
(20%)

## Absences & Lateness

- Each time you are absent you lose 12 points: 10 points for class behavior and 2 points for being absent.
- If you are late 15 minutes or less, you lose 1 point; if you are late more than 15 minutes, you lose 2 points.
- On your third absences you fail the class.
- I accept no excuses for an absence. DO NOT tell me why you were absent.

## Other

- Come to every class early.
- Try your best to speak only in English. Don't be afraid to make mistakes.
- You must do all the homework assignments and take all the exams to pass the class.
- You must score 70% or higher to pass the class.
- Handphones are not used in class.
- If you must use the bathroom, please leave the room quickly and quietly. If you leave for too long, you will lose your points for that day.