Sakai Site: Many relevant class materials will appear on this site. You should check your Rutgers email and the Sakai site frequently for updates and important information regarding the class.

Course Overview
EAD Discussion and Presentation offers students currently enrolled in EAD I or II to improve their English speaking and listening skills. It is a one-credit course that meets one day a week for 13 weeks, with no classes the first week of the semester. The class will focus on individual and collaborative projects that will promote discussion and presentation. Students will also create and present PowerPoint presentations, delegate roles for class presentations, research content for a panel discussion, answer audience questions, and learn to project confidence in front of a group. The class size will be limited to 16 students, a class size that will provide students with the opportunity to get to know each other and work well together in groups.

Required Materials
➢ 1-2 pocket folders to hold all assignments, handouts, and other class materials. (Please have these by our Sept. 21st class.)
➢ A USB drive on which to store class work, assignments, and group project work
➢ Something in which to take notes, should you need to. Laptops are OK but I prefer notebook and paper.

To the best of my knowledge, no one has ever died from taking notes by hand!
➢ If you use a laptop in my class, please be sure that Facebook, Twitter, Instagram, Snapchat, etc. ARE CLOSED.

COURSE ASSIGNMENTS

Interview/Introduction (10% of grade): Each student will develop 5-6 questions and then interview one student in the class. At the next class meeting each student will introduce the student interviewed to the entire class and entertain any follow-up questions. Sept. 14 & 21.

Elevator Pitch (10% of grade): You will give your 30-second “elevator pitch” about yourself! This pitch should basically respond to the question, “So tell me about yourself.” This is a question you can expect to be asked, in future job interviews. Sept. 28 & Oct. 5.

Panel Assignment (25% of grade): The class will divide into panels and each panel will debate or conduct an in-depth discussion on a topic of the group’s choosing. The group will delegate responsibilities, research the topic, and prepare remarks. Each group will consist of 3-4 students. Oct. 12, 19 & 26.

Individual PowerPoint Presentation (25% of grade): Each student will prepare and deliver a four-minute presentation on a topic of his or her choosing (it can even be a fun topic, like “How to make the best chocolate chip cookies”, or something cultural, from your country). The presentation must be accompanied by a PowerPoint slide show. After the presentation, the presenter will answer classmates’ questions. Each student will print out and turn in his/her PowerPoint presentation as part of the grade. Nov. 2, 9 & 16.

Free Choice Final Assignment (25% of grade): Students may choose between a) another individual PowerPoint on a more academic/scholarly topic, b) another panel discussion with 3-4 classmates, or c) write and perform a short skit/play with 3-4 classmates. Nov. 30 & Dec. 7 (Dec. 14 ONLY if needed).

The remaining 5% of your grade is based on active participation in classroom activities. We will be doing a variety of exercises (sometimes silly ones – be creative!) to enhance your skills at being able to
think on your feet and speak up, without a lot of advance preparation.

Class/University Policies
➢ After one (1) absence a student risks failing the course. (Remember – there are only 13 meetings!) Since so much of this class depends on group work, attending class is imperative. If you come to class 20 minutes late, it counts as a partial absence; after 20 minutes it is a whole absence.
➢ Students must self-report absences: <https://sims.rutgers.edu/ssra/>. You will note the date/s and reason for the absence/s. An email will automatically come to me so I will know why you missed class. That does not mean the absence is excused. **The WP absence policy cited above still applies. Just because you report an absence does not mean it is an excused absence.**
➢ I generally do not accept electronically submitted work. There are no extensions for any due dates, so plan accordingly.
➢ Turn off all electronic devices when you come to class. Facebook can wait.
➢ **DO NOT** use electronic translators to convert your work to English. Use an English dictionary to look up words and their synonyms.
➢ You must come to class prepared to participate fully. Since this class meets only once per week, students must be able to meet with groups outside of class to prepare collaborative class assignments.
➢ Please take note of my office hours, which are by appointment only.
➢ Please bring laptops to class for group work on projects/assignments. I can also schedule us for the Tillett Hall computer lab, if you prefer. Either way, make sure you bring your work to class, double-saved (your laptop and a USB drive), just in case.

此项 Plagiarism: Follow Rutgers University policies on plagiarism (<wp.rutgers.edu/courses/plagiarism>). The best policy: trust your writing abilities and do your own work.

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<tr>
<th>Grading</th>
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<tbody>
<tr>
<td>Interview/Introduction</td>
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<td>Elevator Pitch</td>
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<tr>
<td>Panel Discussion</td>
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<td>Individual PowerPoint! Presentation</td>
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<td>Free Choice Assignment</td>
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<td>Class Participation</td>
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Point Conversion Chart
A = 93-100
B+ = 87-92
B = 83-86
C+ = 77-82
C = 70-76