ALI 244
Advanced Intermediate Oral Skills

Instructor: Zsuzsa Londe, Ph.D.   **Email:** londe@usc.edu
Office hours: By Appointment   **Classroom:** THH 105
Holidays: Fall Recess: October 17-18
                Thanksgiving: November 27 – December 1.
                Last day of ALI classes: December 3.

_____

USC'S UNDERGRADUATE AND GRADUATE ADMISSIONS REQUIREMENT:
According to the University, "academic success in the United States depends on your ability to communicate effectively in English,"[1][2] and the "ability to communicate effectively in English—to read, write and speak the language fluently—is vital to your success as a university student."[3] The university requires that ALI test international students' academic English skills and provide remedial instructions, if necessary.

COURSE DESCRIPTION:
This course is designed to help students improve their oral communication skills and provide tools for them to be able to effectively interact in a rigorous academic environment Academic success is interconnected with students' ability to communicate effectively. Lack of linguistic and/or pragmatic mastery of the English language are often the cause of communication breakdown. The aim of this course is to help students improve their overall communicative ability by working on language fluency, accuracy, pronunciation, discourse, listening comprehension, cultural, and academic English knowledge. Becoming a native-like speaker in a second language is a long and difficult process, but small improvements will lead to the long-term goal and a better future.

ALI ATTENDANCE POLICY:
More than **3** hours of absence will be reported to the ALI student advisor. More than **6** hours of absence will result in a course grade of **NC** (no credit). Absence is counted for _any_ reason, including illness, emergencies, and conference attendance. (Athletes, please note that a written excuse for absence due to competitions must be filed with the ALI Student Advisor.)

TARDINESS POLICY:
 Attending class on time is important since tardiness is an inconvenience to your classmates. Coming to class late will also count towards the number of hours missed.

---

[1] International applicants. _University of Southern California: Undergraduate admissions_. Retrieved on January 4,
[2] , from http://www.usc.edu/admission/undergraduate/apply/inter_students.html
[3] Proficiency in English. _University of Southern California Graduate Admissions: International students_. Retrieved on January 4, 2013, from http://www.usc.edu/admission/graduate/international/englishproficiency.html

ACADEMIC INTEGRITY:

ALI and USC are very diligent in keeping students honest about their work. Copying another writer's work, improperly paraphrasing or citing a source, and getting "editorial revision by another person that results in substantive changes in content or major alteration of writing style" constitute academic dishonesty and can have serious consequences on your status as a student at USC.[1]

ASSESSMENT:

Selected assignments	50%	(classroom presentations, group work)
Midterm presentation	20%	
Final presentation	30%	

Please note: This is a credit/no credit (CR/NC) class, which means that you will not receive a final letter grade (A/B/C/F) on your USC transcript. However, you must receive a total of 70% or higher to receive CR for the course.

Since this is a proficiency-based course designed to help improve your oral skills, your proficiency in these oral skills at the *end* of the course determines whether you will be advised to take an additional class or not. It is in your own interest, therefore to do your best and participate fully in every assignment.

COURSE PROJECTS:

Midterm & Final Presentations

There will be two key projects or presentations. The first presentation (given during midterm period) will be on introducing a topic through the use of visuals. Each student will give a 5-7 minute talk using infographics to describe results/trends/findings and give an analysis. The second presentation (given at the end of the term) will be a 6-8min presentation on a topic in your field of studies. The presentation will require research and citation of sources. Use of visuals in some form (e.g., infographics, powerpoint, prezi) is encouraged.

STUDENTS WITH DISABILITIES:

Any student requiring accommodation based on a disability is required to register with the Disability Services and Programs office (DSP) each semester. A letter of verification for approved recommendations can be obtained through DSP. Please be sure the letter is delivered to me as early in the semester as possible. For more information, see
http://sait.usc.edu/academicsupport/centerprograms/dsp/home_index.html.

Statement on Academic Conduct and Support Systems (from USC)
"Academic Conduct:

Plagiarism – presenting someone else's ideas as your own, either verbatim or recast in your own words – is a serious academic offense with serious consequences. Please familiarize yourself with the discussion of plagiarism in SCampus in Part B, Section 11, "Behavior Violating University Standards" policy.usc.edu/scampus-part-b. Other forms of academic dishonesty are equally unacceptable. See additional information in SCampus and university policies on scientific misconduct, policy.usc.edu/scientific-misconduct.

---

[1] Behavior violating university standards and appropriate sanctions. *University of Southern California: SCampus student guidebook.* Retrieved on January 4, 2013, from http://scampus.usc.edu/1100-behavior-violatinguniversitystandards-and-appropriate-sanctions/

Support Systems:
Student Health Counseling Services - (213) 740-7711 – 24/7 on call
engemannshc.usc.edu/counseling
Free and confidential mental health treatment for students, including short-term psychotherapy, group counseling, stress fitness workshops, and crisis intervention.
National Suicide Prevention Lifeline - 1 (800) 273-8255 – 24/7 on call
suicidepreventionlifeline.org
Free and confidential emotional support to people in suicidal crisis or emotional distress 24 hours a day, 7 days a week.

Relationship and Sexual Violence Prevention Services (RSVP) - (213) 740-4900 – 24/7 on call
studenthealth.usc.edu
Free and confidential therapy services, workshops, and training for situations related to gender-based harm.

Office of Equity and Diversity (OED) | Title IX - (213) 740-5086
equity.usc.edu, titleix.usc.edu
Information about how to get help or help a survivor of harassment or discrimination, rights of protected classes, reporting options, and additional resources for students, faculty, staff, visitors, and applicants. The university prohibits discrimination or harassment based on the following protected characteristics: race, color, national origin, ancestry, religion, sex, gender, gender identity, gender expression, sexual orientation, age, physical disability, medical condition, mental disability, marital status, pregnancy, veteran status, genetic information, and any other characteristic which may be specified in applicable laws and governmental regulations.

The Office of Disability Services and Programs - (213) 740-0776
dsp.usc.edu
Support and accommodations for students with disabilities. Services include assistance in providing readers/notetakers/interpreters, special accommodations for test taking needs, assistance with architectural barriers, assistive technology, and support for individual needs.

USC Support and Advocacy - (213) 821-4710
studentaffairs.usc.edu/ssa
Assists students and families in resolving complex personal, financial, and academic issues adversely affecting their success as a student.
Diversity at USC - (213) 740-2101
diversity.usc.edu
Information on events, programs and training, the Provost's Diversity and Inclusion Council, Diversity Liaisons for each academic school, chronology, participation, and various resources for students.

USC Emergency - UPC: (213) 740-4321, HSC: (323) 442-1000 – 24/7 on call
dps.usc.edu, emergency.usc.edu
Emergency assistance and avenue to report a crime. Latest updates regarding safety, including ways in which instruction will be continued if an officially declared emergency makes travel to campus infeasible.
USC Department of Public Safety - UPC: (213) 740-6000, HSC: (323) 442-120 – 24/7 on call
dps.usc.edu Non-emergency assistance or information."

CLASSROOM COURTESY:

As a courtesy to your classmates and teacher, please refrain from chit-chat when others are talking. Use of technology (e.g., smart phones, iPads) is permissible when looking up information or checking the definition of a word; however, text-messaging is distracting and takes your attention from class discussion, so it is forbidden during class. Also, while it is understandably easier to speak your native language to others from your home country, this can be uncomfortable to others in the class who don't speak your language and certainly defeats the purpose of being in an English class, so please use English only in the classroom.

**PLEASE DO NOT KEEP YOUR CELL PHONES ON THE
DESK DURING CLASS, DO NOT TEXT UNDER THE TABLE DURING
CLASS, AND TURN THE PHONE OFF!
YOU CAN SIGNIFICANTLY IMPROVE YOUR
LEARNING BY FULLY PARTICIPATING IN THE CLASS ACTIVITIES.**

INSTEAD OF LOOKING UP SOMETHING ON YOUR PHONE,

ASK ME!

(BECAUSE PHONE USE DISTRACTS THE INSTRUCTOR AND THE OTHER STUDENTS, IT WILL BE TAKEN

AWAY UNTIL THE END OF THE CLASS, IF NECESSARY**)**

Tentative Course Schedule:

Week	Topics/Activities	Assignments
1	Course introduction Getting acquainted	Self-introduction video
2	Job interview preparations	Prepare for interview Search ConnectSC for job posting
3	Interview strategies and etiquette Selling yourself Question formation	
4	Body Language Non-verbal communication	Pronunciation practice
5	Presentation tools Using visuals	

6	Working with data; language of graphs	Creating infographics
7	Midterm Presentation	
8	One-on-one conferences	Self-evaluation of progress report
9	Administering surveys; etiquette of making requests	Prepare for group presentation
10	Using Library Resources Welcoming & introducing yourself Group Presentation #1-2	Prepare for group presentation Database Search
11	Summarizing & highlighting Group Presentation #3-4	
12	Concluding & dealing with questions	Prepare for final presentation
13	Course wrap-up	Prepare for final presentation
14	Final presentations, part 1	
15	Final presentations, part 2	

THE SCHEDULE IS SUBJECT TO CHANGE AT THE DISCRETION OF THE INSTRUCTOR.