General Information

Unit convenor and teaching staff
Convenor
Sue Ollerhead
susan.ollerhead@mq.edu.au
Contact via email
X5B362
Please email for an appointment

TUTOR
Janet Freeman
janet.freeman@det.nsw.edu.au
Contact via email
Please email for an appointment

Credit points
10

Prerequisites
20cp in LING units including 10cp from LING units at 2000 level or above

Corequisites
TEP401 or EDTE4010 or EDTE403 or EDTE4030

Co-badged status

Unit description
This unit is designed for students who plan to teach English as a second language (ESL) in schools. It provides students with an introduction to provision, knowledge and strategies for teaching ESL in primary or secondary schools. It is available only as a minor teaching subject for secondary level and must be combined with a teaching major. Please consult the TEP guides for appropriate discipline study for this area.

Important Academic Dates
Information about important academic dates including deadlines for withdrawing from units are available at https://students.mq.edu.au/important-dates

Learning Outcomes

ULO1: Understand ESL provision at all school levels.
ULO2: Identify ESL need in students.
ULO3: Create differentiated literacy resources.
ULO4: Appreciate the role of ESL teacher in anti-racism issues.
ULO5: Demonstrate deep knowledge and understanding of English syntax.

General Assessment Information

Assessment Presentation and Submission Guidelines
Please follow these guidelines when you submit each assignment:
• Allow a left and right-hand margin of at least 2cm in all assignments.
• Please type all assignments using 12-point font and 1.5 spacing.
• All assessments must be submitted through Turnitin in .doc or .pdf format.
• It is the responsibility of the student to ensure that all assessments are successfully submitted through Turnitin.
• Faculty assignment cover sheets are NOT required.

Draft Submissions & Turnitin Originality Reports
• Students may use Turnitin’s Originality Report as a learning tool to improve their academic writing if this option is made available in the unit.
• Students are strongly encouraged to upload a draft copy of each assessment to Turnitin at least one week prior to the due date to obtain an Originality Report.
• The Originality Report provides students with a similarity index that may indicate if plagiarism has occurred. Students will be able to make amendments to their drafts prior to their final submission on the due date.
• Generally, one Originality Report is generated every 24 hours up to the due date.

Please note:
• Students should regularly save a copy of all assignments before submission.
• Students are responsible for checking that their submission has been successful and has been submitted by the due date and time.

Assignment extensions and late penalties
• In general, there should be no need for extensions except through illness or misadventure that would be categorised as serious and unavoidable disruption according to the University definition of same, see: https://students.mq.edu.au/study/mystudy-program/special-consideration.

Applications for extensions must be made via AskMQ according to the Special Consideration. Extensions can only be granted if they meet the Special Considerations policy and are submitted via https://ask.mq.edu.au/. This will ensure consistency in the consideration of such requests is maintained.
• Late submissions without extension will receive a penalty of 5% reduction of the total possible
mark for each day late (including weekends and public holidays). You are reminded that submitting even just 1 day late could be the difference between passing and failing a unit. Late penalties are applied by unit convenors or their delegates after tasks are assessed.

• No assessable work will be accepted after the return/release of marked work on the same topic. If a student is still permitted to submit on the basis of unavoidable disruption, an alternative topic may be set.

• Students should keep an electronic file of all assessments. Claims regarding "lost" assessments cannot be made if the file cannot be produced. It is also advisable to keep an electronic file of all drafts and the final submission on a USB untouched/unopened after submission. This can be used to demonstrate easily that the assessment has not been amended after the submission date.

**Requesting a re-assessment of an assignment**

If you have evidence that your task has been incorrectly assessed against the grade descriptors you can request a re-mark. To request a re-mark you need to contact the unit convenor within 7 days of the date of return of the assignment and provide a detailed assessment of your script against the task criteria. Evidence from your assignment must be provided to support your judgements.

Note: Failed assessments cannot be re-marked as they are all double-marked as a part of the moderation process.

**University policy on grading**

**Criteria for awarding grades for assessment tasks**

Assignments will be awarded grades ranging from HD to F according to guidelines set out in the University's Grading Policy. The following descriptive criteria are included for your information. Please note: The outcome of a re-mark may be a higher/lower or unchanged grade. Grades are standards referenced and effort is NOT a criterion.

**Descriptive Criteria for awarding grades in the unit**

In order to meet the unit outcomes and successfully pass this unit, students must make a genuine attempt at all assessment tasks. Where any submitted assessment task is considered to be unsatisfactory in this regard, the highest possible final grade that can be awarded for the unit will be 45. Students will be awarded grades ranging from HD to F according to guidelines set out in the policy: https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policies/assessment-in-effect-from-session-2-2016

**Withdrawing from this UG Unit**

If you are considering withdrawing from this unit, please seek academic advice via https://ask.mq.edu.au before doing so as this unit may be a co-requisite or prerequisite for units in the following sessions and may impact on your progression through the degree.

**Results**

Results shown in iLearn, or released directly by your Unit Convenor, are not confirmed as they
Unit guide EDTE4420 English as a Second Language in Schools I

are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in eStudent. For more information visit ask.mq.edu.au.

Assessment Tasks

<table>
<thead>
<tr>
<th>Name</th>
<th>Weighting</th>
<th>Hurdle</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Class test</td>
<td>25%</td>
<td>No</td>
<td>Week 6</td>
</tr>
<tr>
<td>ESL lesson plan</td>
<td>40%</td>
<td>No</td>
<td>Week 8</td>
</tr>
<tr>
<td>Unit of work</td>
<td>35%</td>
<td>No</td>
<td>Week 12</td>
</tr>
</tbody>
</table>

Class test
Assessment Type 1: Quiz/Test
Indicative Time on Task 2: 10 hours
Due: **Week 6**
Weighting: **25%**

In class test of classroom knowledge; 1 hour

On successful completion you will be able to:
- Understand ESL provision at all school levels.
- Appreciate the role of ESL teacher in anti-racism issues.
- Demonstrate deep knowledge and understanding of English syntax.

ESL lesson plan
Assessment Type 1: Lesson plan
Indicative Time on Task 2: 15 hours
Due: **Week 8**
Weighting: **40%**

ESL lesson plan; 1500 words

On successful completion you will be able to:
- Understand ESL provision at all school levels.
- Identify ESL need in students.
- Create differentiated literacy resources.
- Demonstrate deep knowledge and understanding of English syntax.
Unit of work

Assessment Type: Learning plan
Indicative Time on Task: 25 hours
Due: **Week 12**
Weighting: **35%**

Modification for ESL learners, including assessment; 2000 words

On successful completion you will be able to:

- Understand ESL provision at all school levels.
- Identify ESL need in students.
- Create differentiated literacy resources.
- Appreciate the role of ESL teacher in anti-racism issues.
- Demonstrate deep knowledge and understanding of English syntax.

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1 If you need guidance or support to understand or complete this type of assessment, please contact the Learning Skills Team

2 Indicative time-on-task is an estimate of the time required for completion of the assessment task and is subject to individual variation

**Delivery and Resources**

The delivery for EDTE4420 includes 5 x online modules and 5 x 3-hour face to face workshops. Attendance at face to face workshops is compulsory as you will be required to demonstrate mastery of the online content in these sessions.

We will discuss the role of technology in supporting English as an additional Language at various times during the unit. The requirement for technology use by students is that you bring your personal laptop or other device with internet connection to the workshops and prepare your assignments using a computer. This unit has a full web presence through iLearn. Students will need regular access to a computer and the Internet to complete this unit.

Weekly access to iLearn is compulsory for all students. Important assessment information will be posted here, as will other relevant unit notices and materials. Various activities and materials for discussion and critical reflection are included and external students especially are encouraged to use this web component. Electronic links and suggested references will be included in the Resources section. Please check the iLearn unit regularly.

This unit requires students to use several ICT and software skills:

- Internet access: The iLearn site contains materials for this unit; it is also required for the online submission of all Assessment Tasks, and for the use of Turnitin submission for ALL tasks.
- Word processing, visual representations, and document formatting: You are required to use an
appropriate form of software to present your assignments.

• Uploading of assessment tasks to iLearn.

Access and technical assistance information for students about access to the online component of this unit is available at ilearn.mq.edu.au/login/MQ/. You will need to enter your student username and password. Please do NOT contact the Unit Convenor regarding iLearn technical help. No extensions will be given for any technical issues. Allow enough time for your submissions. Assistance is available from IT Helpdesk ph: 1800 67 4357, or log a request at help.mq.edu.au. OneHelp is the online IT support service for both students and staff.

**Unit Schedule**

*Please note: This is a preliminary outline only. Details are subject to change. Please refer to iLearn for details.*

**EDTE4420 Unit Schedule**

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1</td>
<td>Introduction:</td>
</tr>
<tr>
<td></td>
<td>• What makes an EALD student?</td>
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<tr>
<td></td>
<td>• Unit outline and explanation of assessment tasks</td>
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<td></td>
<td>• overview of DE guidelines for schools</td>
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<tr>
<td>Week 2</td>
<td>Language development:</td>
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<tr>
<td></td>
<td>• How students learn English as a second language: language acquisition</td>
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<td></td>
<td>• Gibbons concept of scaffolding</td>
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<td></td>
<td>• overview of differences in speaking, reading and writing development</td>
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<td>Week 3</td>
<td>The importance of classroom talk and group work</td>
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<tr>
<td>Week 4</td>
<td>Developing writing (1)</td>
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<tr>
<td>Week 5</td>
<td>Classroom test</td>
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<tr>
<td></td>
<td>Developing writing (2)</td>
</tr>
<tr>
<td>Week 6</td>
<td>Developing reading (1)</td>
</tr>
<tr>
<td>Week 7</td>
<td>Developing reading (2)</td>
</tr>
<tr>
<td></td>
<td>Planning and programming in ESL</td>
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<tr>
<td>Week 8</td>
<td>Using the ESL scales</td>
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<tr>
<td>Week 9</td>
<td>Planning and programming in ESL continued</td>
</tr>
</tbody>
</table>
Policies and Procedures

Macquarie University policies and procedures are accessible from Policy Central (https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central). Students should be aware of the following policies in particular with regard to Learning and Teaching:

- Academic Appeals Policy
- Academic Integrity Policy
- Academic Progression Policy
- Assessment Policy
- Fitness to Practice Procedure
- Grade Appeal Policy
- Complaint Management Procedure for Students and Members of the Public
- Special Consideration Policy (Note: The Special Consideration Policy is effective from 4 December 2017 and replaces the Disruption to Studies Policy.)

Students seeking more policy resources can visit the Student Policy Gateway (https://students.mq.edu.au/support/study/student-policy-gateway). It is your one-stop-shop for the key policies you need to know about throughout your undergraduate student journey.

If you would like to see all the policies relevant to Learning and Teaching visit Policy Central (https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central).

Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: https://students.mq.edu.au/study/getting-started/student-conduct

Results

Results published on platform other than eStudent, (eg. iLearn, Coursera etc.) or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in eStudent. For more information visit ask.mq.edu.au or if you are a Global MBA student contact globalmba.support@mq.edu.au

Student Support

Macquarie University provides a range of support services for students. For details, visit http://students.mq.edu.au/support/
Learning Skills

Learning Skills (mq.edu.au/learningskills) provides academic writing resources and study strategies to improve your marks and take control of your study.

- Workshops
- StudyWise
- Academic Integrity Module for Students
- Ask a Learning Adviser

Student Enquiry Service

For all student enquiries, visit Student Connect at ask.mq.edu.au

If you are a Global MBA student contact globalmba.support@mq.edu.au

Equity Support

Students with a disability are encouraged to contact the Disability Service who can provide appropriate help with any issues that arise during their studies.

IT Help

For help with University computer systems and technology, visit http://www.mq.edu.au/about_us/offices_and_units/information_technology/help/.

When using the University’s IT, you must adhere to the Acceptable Use of IT Resources Policy. The policy applies to all who connect to the MQ network including students.

Changes since First Published

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>12/02/2020</td>
<td>The course has been re-designed for blended delivery</td>
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</tbody>
</table>