Academia de Idiomas

Universidad Tecnológica Emiliano Zapata del Estado de Morelos

Language Academy

Teacher's name: **Lic. Carlos Andrés Sánchez Paredes**		Subject: **ENGLISH IV**
Career: **TSU in Mechatronics**	Quarter: 4TH	**DAMI** College
Office Address: **UTEZ – Av. Universidad Tecnológica N.1, Col. Palo Escrito, C.P. 62760, Emiliano Zapata.**		Period **SEPT-DEC 2023**

COURSE CRITERION

TEXTBOOK	***Odyssey 3 by COMPASS PUBLISHING***
ON-LINE	*Google Classroom* – Delivering the tasks and academic activities. LIVEWORSHEETS (VIRTUAL NOTEBOOK)
BASIC RULES	1. We have to respect the official schedule to work. 2. Be on time. **3.** Minimum grade is **SA.** 4. If you don't deliver the activities **on time,** it will be considered as NA (Classroom and liveworksheets will be closed after 2 days) **5.** You need to have **ALL THE ACTIVITIES IN *GOOGLE CLASSROOM*** to pass the units, paste your extra works **IN YOUR MANUAL** **6.** Respect each other. **(Bad words, calling names, being offensive or rude)** 7. Eating or drinking in the class is not allowed
ATTENDANCE	**1.** You must attend at least **80% of classes** to **BE EVALUATED.** 2. Any absent to classes must be justified only by an e-mail from your tutor. 3. You must have at least **the 50% of attendance** in the whole quarter to have the right of examen extraordinario
GRADING	1. LEARNING TO KNOW: Homework, Worksheets, Class exercises, Virtual Notebook, Quizzes, Manual activities, Exams. 2. LEARNING TO BE: Responsibility, commitment, attendance, proactivity in your tasks delivering, English production in class 3. LEARNING TO DO: Unit projects, Audios, Writings, Speaking activities 4. Quizzes and exams: these will be designed by the academy. 5. If you fail a unit, you need to do your RECUPERA (RETAKE) at least one week before and take 3 tutorings before the exam. If you missed exercises they MUST be DONE BEFORE the recupera or extra exam, if you don't have your exercises complete you CAN'T take any of these exams.

OBSERVATIONS

TASKS SUBMITION: **You have a deadline time to submit your tasks, exercises, homeworks, etc. They won't be graded after 2 days of their deadline. (classroom and liveworksheets will be closed)**
All the situations that are not included here. Please, contact me personally or to my e-mail:

carlossanchez@utez.edu.mx

CARLOS ANDRES SANCHEZ P _____

Lic. Carlos Andrés Sánchez P.
Teacher in charge

Student's name

LIVEWORKSHEETS