



ELD 062-005 Fall Course Outline September 6 – December 15, 2011

Time: 6:45 p.m. – 9:15 p.m. (T/Th)
Room: WT 103 (T/Th)
Instructors: Sherri Williams
Office: WT 101A
Office Hours: Tuesday, 5:30 – 6:30 p.m.
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Books and Materials

1. **Understanding and Using English Grammar with Answers, 4th edition**
2. **Active Skills for Reading Book 4 (Second Edition)**
3. **Longman Dictionary of Contemporary English (Optional)**
4. **Headset – NO USB CONNECTION (Optional)**
5. **A three-ring binder and loose-leaf paper**

No Classes

Thanksgiving Day, Monday, October 10th
Remembrance Day Friday, November 11th

Learning Outcomes

ELD 062 is an integrated skills course focusing on reading and writing. At the end of the 4-month course (10 hours per week), successful students will be able to:

Reading

Use skimming, scanning, questions, predictions, key words, highlighting, margin notes, summarizing, inferences, illustrations and graphic organizers to accomplish reading for specific purposes;
Find, collect and select information for specific purposes from a variety of print and electronic sources;
Show understanding of main ideas, factual details and inferred meanings in a variety of print materials and electronic sources containing authentic texts (1 – 2 pages);
Use text signals, context knowledge and word parts to make sense of unfamiliar words and specialized vocabulary;
Show comprehension of diagrams, flow charts, time lines and schedules;
Follow a set of written instructions (10 – 13 steps) on everyday tasks (technical and non-technical); and
Develop personal responses to reading materials and support responses with reasons, examples and details.

Writing

Use the writing process to compose well-organized 200-word texts on familiar relevant topics;
Complete moderately complex forms;
Take notes from oral reports;
Write business letters requesting information and making a complaint;
Reproduce information provided in simple illustrations, maps, charts or other graphic representations;
Communicate thoughts, ideas, concerns, feelings and experience; and
Use a checklist to appraise your own and others' work and make suggestions for revision and editing.

Continue to Learn How To:

Demonstrate time management and independent learning skills;
Make use of an English-English dictionary and a reference grammar in order to select or confirm appropriate word choice and correct usage;
Use the computer and library facilities at the college to find information and produce documents