

1. Instructor Information

Instructor: Mice Albano

Office Location: CBA110

Office Hours: T/Th 8:00 to 8:30 _____

Help Centre Hours: M-Th 9-3 F 9-12

Phone: 250-370-3469 _____

Email: albano@camosun.bc.ca

2. Intended Learning Outcomes

Students will achieve the following:

Critical and Creative Thinking

- summarize and paraphrase written and verbal resources
- make inferences; distinguish fact from opinion
- create, identify, and modify solutions
- establish viable schedule of work, classes, and study time

Reading, Research, and Reference

- identify bias, tone, purpose, audience, and point of view
- identify subject/topic, main and supporting ideas, and logical structure
- use skimming and scanning techniques
- use context clues and word structure analysis to identify meaning
- use dictionary, thesaurus, and other resources to build vocabulary
- use resources: library, encyclopedia, manuals, CD-ROMS, Internet

Written Communication

- brainstorm ideas; narrow the topic
- create paragraphs, essays, (research & expository), summaries, resumes, business letters
- revise and edit work to improve word choice, sentence and paragraph structure, spelling, punctuation, and grammar
- produce writing on demand: paragraphs and essays

Speaking and Listening Skills

- participate in conversations and group discussions
- provide oral feedback: peer editing, group discussions
- recall and interpret information

3. Required and Recommended Materials

- Bigauskas, R. Thinking and Writing: A Guide to Paragraphs and Essays
- Langan, J & Goldstein J. English Brushup (3rd or 4th ed.)
- Troyka, L.Q., Thweatt, J.W. Structured Reading (6th, 7th or 8th ed.)
- Dictionary and Thesaurus

4. Course Content:

Students in ENGL 050 will draft, revise, and edit their writing. Instructors will coach students to help them improve their writing.

5. Schedule

6 in-class hours (2 x 2 hr 50 min classes)
student)

4 Help Centre hours (arranged by the student)

6. Basis of Student Assessment

The instructor may require additional assignments, such as frequent periods of free writing, to assist the student to achieve the required learning outcomes. Also, bonus marks will be available for excellent attendance and for the completion of certain voluntary activities. The instructor will explain the nature of the activities in class.

The first 45 to 60 minutes of each class is typically devoted to group activities. These include such things as free writing and reading, grammar and punctuation lessons, group discussions, vocabulary development, and proof reading practice. It is important that students attend and participate in the group activities. For the remainder of each class, students focus on their individual assignments.

Category	Assignment	% of Grade	Description
Paragraphs	2 – 4 practice @150 words plus one exit paragraph	10	Practice with a variety of writing patterns Exit paragraph is written independently
Grammar	Written work	10	Practice based on student needs
Expository Essays	2 @ 500 words	30	Practice with essay development
Business Writing	1	5	Produce a letter
Critical Reading	10 selections	10	Work from <i>Structured Reading</i>
Summary Writing	1 @ 250 words	5	From selected readings
Research Essay	1 @ 500 words	15	Incorporate outside sources
Exit Essay (Timed)	1 @ 500 words	15	Produce a successful essay

7. Grading System

A+	90 - 100%	B+	77 - 79%	C+	65 - 69%		
A	85 - 89%	B	73 - 76%	C	60 - 64%		
A-	80 - 84%	B-	70 - 72%	D*	50 - 59%	F	0 - 49%

**Minimum level of achievement for which credit is granted; a course with a 'D' grade cannot be used as a prerequisite.*

PROGRESS

Students are expected to complete each course within 2 – 4 months. Students having difficulties meeting this goal should explore, with their instructor, additional supports that may be available. Students with a record of poor attendance and progress may not be permitted to re-register in Academic and Career Foundations Department courses.

8. Learning Support and Services to Promote Student Success

ACADEMIC UPGRADING HELP CENTRE (CBA 109)

Coursework support, reference and support materials, printer, quiet testing and study areas

Aboriginal Services (Education, Financial & Cultural),
 Academic Advising
 Assessment Testing
 AudioVisual Services & Equipment
 Bookstore
 Cafeterias & Restaurants
 Camosun College Student Society
 Career Resource Centre
 Centre for Accessible Learning
 Child Care
 Computer Labs
 Counselling (Career, Educational, Personal & Cultural)
 Dental Clinic
 Financial Aid & Awards
 First Nations Student Association

Fitness & Recreation

Help Centres (tutoring in English, ESL, Math)
 Housing Registry Online
 Library
 Lockers
 Medical Coverage & Accident Insurance
 Nexus Student Newspaper
 Ombudsman
 Personal Safety
 Photocopying & Printshop
 Sexual Health Clinic
 Student Clubs
 Student Employment Services
 Student ID/Library Cards/U-Pass Student Bus Pass
 Wireless networking
 Women's Centres

Camosun services are here to help you succeed in and out of the classroom. Our goal is to provide you with the best learning experience possible. This information is available in the Registrar's Office or the College web site at: <http://camosun.ca/services/>

9. College Policies

STUDENT CONDUCT

The purpose of this policy is to provide clear expectations of appropriate academic and non-academic student conduct and to establish processes for resolution of conduct issues or the imposition of sanctions for inappropriate conduct. <http://camosun.ca/about/policies/education-academic/e-2-student-services-&-support/e-2.5.1.pdf>

STUDENT GRADING POLICY

The purpose of this policy is to ensure that grading and promotion are consistent and fair. <http://camosun.ca/about/policies/education-academic/e-1-programming-&-instruction/e-1.5.pdf>

ACADEMIC PROGRESS POLICY

The purpose of this policy is to enhance a learner's likelihood of success and to encourage the learner to use College resources effectively. <http://camosun.ca/about/policies/education-academic/e-1-programming-&-instruction/e-1.1.pdf>