



**School of Access
Community Learning Partnerships Department**

**ENGL 023 – S20 Fundamental English 3
Fall 2018 COURSE OUTLINE**

The Approved Course Description is available on the College website <http://www.camosun.bc.ca/learn/calendar/index.html>

1. Instructor Information

Instructor: Karen Lightbody
Location: Bridges for Women
Office hours: By appointment
Email: lightbodyk@camosun.ca
Phone: 250-370-3489

2. Class Information

Class Schedule: Tuesday and Thursday, 12:30 p.m. – 3:20 p.m.

3. Intended Learning Outcomes

At completion of the course students will be able to:

Skills and Strategies for Learning

- Identify short and long term personal literacy goals
- Work with help and independently
- Move on to other tasks while waiting for help
- Attend to and participate in group discussions and activities
- Continue to develop some awareness of personal learning strengths
- Use mnemonic strategies
- Use time management skills to meet assigned deadlines and complete homework

Computer Skills (*Recommended*)

- Learn word processing skills to complete some writing assignments
- Name computer hardware components

Reading

Vocabulary and Phonic Development

- Expand sight and functional vocabulary
- Read and accurately sound out words using a variety of word attack skills
- Demonstrate strategies for learning and remembering words
- Recognize and use antonyms, synonyms and homonyms
- Apply dictionary skills to find meanings

Comprehension Development

- Pre-read and self-question: Do I understand?
- Begin to use context clues
- Identify subject, main idea, details and sequence of a short passage
- Summarize short passages
- Apply critical thinking skills to identify fact versus opinion

Writing

Communication

- Copy short messages and text (phone, class notes) accurately
- Complete a variety of simple forms and documents

Grammar and Expression

- Identify subject and verb in a simple sentence
- Correctly use simple past, continuous, present and future verb tenses in simple sentences and paragraphs
- Write capitals for proper nouns
- Use compound words and contractions
- Apply dictionary skills to find spelling

Writing Process and Paragraphs

- Generate, organize and write ideas
- Write complete simple sentences
- Use paragraphs format: topic sentence, supporting details and conclusion

4. Required & Recommended Materials

- *Gage Canadian Dictionary*
- *Roget's Thesaurus*
- *Active Reader 3*
- *Vocabulary Boosters 1*
- Instructor-selected reading materials
- Student-selected reading materials

5. Course Content

English 023 focuses on promoting literacy skills in reading by developing purposeful reading strategies, using context clues, and employing critical thinking skills. Writing literacy is developed through using paragraph format and practicing strategies to learn new words.

6. Basis of Student Assessment

Students will build a portfolio of their work to be used as an evaluative tool in the assessment of their progress in the course. Students are expected to participate in class discussions and other group activities, including free writing, time-limited writing and newspaper study.

Portfolio Activity	#	Description
Reading Vocabulary	In exercises and/or in writing	Read and use antonyms, synonyms and homonyms and use strategies to learn new words.
Dictionary Skills	On-going	Use a dictionary for finding meanings and for locating spellings.
Stories and Passages	6 responses	Give written and oral responses to readings of stories and passages, including identifying main idea, details, sequence and fact versus opinions.
Forms and documents	Complete 2	Complete forms and documents.
Beginning Paragraphs	Write 4	Use the writing process to generate and organize ideas and to write beginning paragraphs.
Punctuation and Capitalization	In exercises and/or in writing	Use end punctuation and capitalization in writing.
Vocabulary	In exercises and/or in writing	Use compound words and contractions in writing.
Grammar	In exercises and/or in writing	As assigned by instructor.

4. Grading System

Competency based grading system

Grade	Description
COM	The student has met the goals, criteria, or competencies established for this course, practicum or field placement.
DST	The student has met and exceeded, above and beyond expectation, the goals, criteria, or competencies established for this course, practicum or field placement.
NC	The student has not met the goals, criteria, or competencies established for this course, practicum or field placement.

Note: Extra credit may be available for excellent attendance and for the completion of certain voluntary activities, to be explained by the instructor.

7. Recommended Materials or Services to Assist Student Success

LEARNING SUPPORT AND SERVICES FOR STUDENTS

There are a variety of services available for students to assist them throughout their learning. This information is available in the College Calendar, Registrar's Office or the College web site at <http://www.camosun.ca>

STUDENT CONDUCT POLICY

There is a Student Conduct Policy. It is the student's responsibility to become familiar with the content of this policy. The policy is available in each School Administration Office, Registration, and on the College web site at <http://camosun.ca/about/policies/education-academic/e-2-student-services-&-support/e-2.5.pdf>

GRADING POLICY

A student grading policy applies to all Camosun students enrolled in courses for which they will be granted credit. This information is available in the College Calendar, Registrar's Office or the College web site at <http://camosun.ca/about/policies/education-academic/e-1-programming-&-instruction/e-1.5.pdf>

ACADEMIC PROGRESS POLICY

There is an Academic Progress Policy designed to enhance a learner's likelihood of success. Students should become familiar with the content of this policy. The policy is available in each School Administration Office, Registration, and on the College web site at <http://camosun.ca/about/policies/education-academic/e-1-programming-&-instruction/e-1.1.pdf>