

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

## 1. Instructor Information

Instructor: Jennifer Bennett  
Location: WorkLink Sooke  
Office hours: By appointment  
Email: [Bennettj@camosun.ca](mailto:Bennettj@camosun.ca)  
Phone: 250-370-3675

## Class Information

Class Schedule: Thurs, 9 – 11:50 and optional: Mon, 12:10 – 3:00 at Bridges WestShore

## 2. 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
- Participate in group discussions and activities
- Give concise sequential oral instructions
- Apply personal learning strategies
- Use critical thinking skills while listening and/or viewing
- Develop strategies to write tests in a variety of formats
- Complete assignments out of classroom setting

### Computer Skills (Recommended)

- Keyboard comfortably
- Word process and print a document and begin to use a search engine to find information

### Reading

#### Comprehension Development

- Read extended expository passages independently and fluently
- Begin to draw inferences and conclusions
- Use context clues
- Begin to distinguish between fact and opinion
- Express and support opinions about text
- Answer comprehension questions on main idea, details and sequence
- Identify subject/topic, main ideas, supporting details and sequence

#### Literature

- Detect tone of story and emotional reactions of character

### Meta-cognitive Strategies

- Employ strategies for learning and remembering
- Use pre-reading strategies
- Read and self-monitor for comprehension
- Begin to recognize different purposes for reading

### Writing

#### Writing Process

- Organize writing using the writing process
- Edit written work

### Paragraphs, Summaries and Letters

- Produce coherent descriptive, narrative and expository 8-10 sentence paragraphs
- Recognize and write simple, compound and complex sentences
- Summarize main ideas after reading and discussion
- Write personal letters using standard format

### Expression

- Use a broad range of punctuation including quotation marks
- Apply comma rules
- Identify and correct fragments and run-on sentences
- Use effective spelling strategies including dictionary skills to check spelling during proof-reading stage of writing
- Spell a variety of homonyms, and common irregularly spelled words
- Identify synonyms and antonyms

### Grammar

- Use subject-verb agreement and consistent verb tense

## 3. Materials

- *Gage Canadian Dictionary*
- *Roget's Thesaurus*
- *Active Reader 5* by Linda Kita-Bradley
- *504 Absolutely Essential Words* by Murray Bromberg, Julius Liebb, & Arthur Traiger
- Instructor-selected reading materials
- Student-selected reading materials

## 4. Course Content

English 025 focuses on promoting literacy skills by refining reading fluency through using longer text and exploring critical reading strategies including making inferences and drawing conclusions. Writing literacy is developed through writing narrative, descriptive and expository paragraphs and actively building vocabulary.

## 5. Schedule

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

## 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.

Portfolio Activity	#	Description
Reading Vocabulary	In exercises and/or in writing	Complete vocabulary exercises, including dictionary and thesaurus work.
Literature	In discussion and/or writing	Analyze characters Analyze characters and tone of story.
Stories and Passages	6 responses	Give written and oral responses to readings including identifying main idea, details and sequence; answering comprehension questions including inferential interpretations; summarizing text
Forms and Documents	Complete 2	Complete forms and documents.
Letters	Complete 2	Write 2 personal letters using standard format

Narrative, Descriptive, and Expository Paragraphs	Write 4	Use the writing process to generate and organize ideas and to write paragraphs that include topic, concluding and support sentences.
Punctuation and Capitalization	In exercises and/or writing	Apply capitalization and comma rules and a range of punctuation including quotation marks
Grammar	In exercises and/or writing	In writing activities and exercises use consistent verb tense and identify subjects and verbs.
Assessment	Complete 1 or more as needed	Achieve a score of level 7 or higher on the Canadian Adult Reading Assessment (CARA) or an equivalent score on a standardized reading test.

## 6. Grading System

*(If any changes are made to this part, then the Approved Course description must also be changed and sent through the approval process.)*

*(Mark with "X" in box below to show appropriate approved grading system – see last page of this template.)*

Standard Grading System (GPA)

Competency Based Grading System

## 7. Recommended Materials to Assist Students to Succeed Throughout the Course

## 8. College Supports, Services and Policies



### Immediate, Urgent, or Emergency Support

If you or someone you know requires immediate, urgent, or emergency support (e.g. illness, injury, thoughts of suicide, sexual assault, etc.), **SEEK HELP**. Resource contacts @ <http://camosun.ca/about/mental-health/emergency.html> or <http://camosun.ca/services/sexual-violence/get-support.html#urgent>

### College Services

Camosun offers a variety of health and academic support services, including counselling, dental, disability resource centre, help centre, learning skills, sexual violence support & education, library, and writing centre. For more information on each of these services, visit the **STUDENT SERVICES** link on the College website at <http://camosun.ca/>

### College Policies

Camosun strives to provide clear, transparent, and easily accessible policies that exemplify the college's commitment to life-changing learning. It is the student's responsibility to become familiar with the content of College policies. Policies are available on the College website at <http://camosun.ca/about/policies/>. Education and academic policies include, but are not limited to, Academic Progress, Admission, Course Withdrawals, Standards for Awarding Credentials, Involuntary Health and Safety Leave of Absence, Prior Learning Assessment, Medical/Compassionate Withdrawal, Sexual Violence and Misconduct, Student Ancillary Fees, Student Appeals, Student Conduct, and Student Penalties and Fines.

### **A. GRADING SYSTEMS** <http://www.camosun.bc.ca/policies/policies.php>

*The following two grading systems are used at Camosun College:*

#### 1. Standard Grading System (GPA)

<b>Percentage</b>	<b>Grade</b>	<b>Description</b>	<b>Grade Point Equivalency</b>
90-100	A+		9
85-89	A		8
80-84	A-		7
77-79	B+		6
73-76	B		5
70-72	B-		4
65-69	C+		3
60-64	C		2
50-59	D		1
0-49	F	Minimum level has not been achieved.	0

## 2. Competency Based Grading System (Non GPA)

This grading system is based on satisfactory acquisition of defined skills or successful completion of the course learning outcomes

<b>Grade</b>	<b>Description</b>
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.

## B. Temporary Grades

Temporary grades are assigned for specific circumstances and will convert to a final grade according to the grading scheme being used in the course. See Grading Policy at <http://www.camosun.bc.ca/policies/E-1.5.pdf> for information on conversion to final grades, and for additional information on student record and transcript notations.

<b>Temporary Grade</b>	<b>Description</b>
I	<i>Incomplete:</i> A temporary grade assigned when the requirements of a course have not yet been completed due to hardship or extenuating circumstances, such as illness or death in the family.
IP	<i>In progress:</i> A temporary grade assigned for courses that are designed to have an anticipated enrollment that extends beyond one term. No more than two IP grades will be assigned for the same course.
CW	<i>Compulsory Withdrawal:</i> A temporary grade assigned by a Dean when an instructor, after documenting the prescriptive strategies applied and consulting with peers, deems that a student is unsafe to self or others and must be removed from the lab, practicum, worksite, or field placement.