



Welcome to Camosun College!

Camosun College campuses are located on the traditional territories of the Lkwungen and WSÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here.

School of Access – Community Learning Partnerships Department

ENGLISH 024 *Fundamental English 4*

COURSE OUTLINE Winter 2021

The Approved Course Description is available on the College website
<http://camosun.ca/learn/calendar/current/web/engl.html#ENGL024>

1. Instructor Information

(a) Instructor	Karen Lightbody
(b) Office hours	By appointment
(c) Location	Bridges for Women Society- Victoria
(d) Phone	250-370-3675
(e) E-mail	lightbodyk@camosun.ca

2. Course Schedule

Tuesday and Thursday 12:30 – 3:20 pm

This class will start online and move to a face to face class if/when health regulations say it is safe to do so.

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

Reading

Vocabulary Development

- Actively build new vocabulary
- Expand word attack skills
- Recognize and use antonyms, synonyms and homonyms

Comprehension Development

- Pre-read and reflect on short written passages
- Expand the use of context clues
- Identify subject, main idea, details and sequence of a short passage
- Answer comprehension questions based on text
- Summarize longer passages
- Differentiate between literal and inferential meanings

Literature

- Analyze characters in text

Writing

Expression

- Use compound words, contractions, possessives and plurals
- Use capitals for proper nouns
- Use commas in a series and in compound sentences
- Apply dictionary and thesaurus skills

Grammar

- Identify subjects and verbs in simple sentences
- Employ consistent verb tense
- Use most irregular verbs correctly
- Use modifiers effectively

Communication

- Complete a variety of forms and documents

Writing Process and Paragraphs

- Generate and organize ideas
- Write simple and compound sentences
- Write paragraphs: topic sentence, supporting details, concluding sentence
- Write short narrative and descriptive paragraphs with complete sentences

4. Required Materials

- Active Reader 4 by Linda Kita-Bradley
- Vocabulary Boosters 3 by Susan Rogers
- BC Reads: Adult Literacy Fundamental English – Course Pack 4
- BC Reads: Adult Literacy Fundamental English – Reader 4

5. Course Content

English 024 focuses on promoting literacy skills in reading by refining reading strategies, differentiating literal and inferential meanings, applying critical thinking skills to analyze literature, and identifying facts and opinions. Writing literacy is developed through writing narrative and descriptive paragraphs and by actively building vocabulary.

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	Assigned work from Vocabulary Booster 3
Stories and Passages	19 readings	Assigned work from Active Reader 4 and BC Reads ALFE Course Pack and Reader 4
Forms	Complete 2	Complete registration form.
Summaries	Complete 2	Assignments from ALFE Course Pack 4
Narrative (2), Opinion, Descriptive (2) Paragraphs	Write 5	Use the writing process to generate and organize ideas and to write beginning paragraphs that include topic, concluding and support sentences.
Punctuation and Capitalization	In exercises and/or writing	Use commas in a list and in compound sentences and apply capitalization rules.
Grammar	In exercises and/or writing	In writing activities and exercises use consistent verb tense and identify subjects and verbs.

7. 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.

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://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf>

for information on conversion to final grades, and for additional information on student record and transcript notations.

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/>

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/services/>

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.