

**Course Outline**

**COURSE:** CSIS 575                      **DIVISION:** 30                      **ALSO LISTED AS:**

**TERM EFFECTIVE:** Fall 2017                      **CURRICULUM APPROVAL DATE:** 10/24/2016

**SHORT TITLE:** ACT for Reading and Writing

**LONG TITLE:** Assistive Computer Technology for Reading and Writing

<u>Units</u>	<u>Number of Weeks</u>	<u>Type</u>	<u>Contact Hours/Week</u>	<u>Total Contact Hours</u>
1	18	Lecture:	1	18
		Lab:	0	0
		Other:	0	0
		Total:	1	18

**COURSE DESCRIPTION:**

This course provides instruction in effective use of assistive computer technology for reading and writing assistance. Students with disabilities will learn how to use text-to-speech and word prediction programs for improved reading, writing and study skills. Special emphasis will be placed on reading comprehension, vocabulary development, prewriting and editing for correct usage and research facilitation. This course is pass/no pass.

**PREREQUISITES:**

**COREQUISITES:**

**CREDIT STATUS:** C - Credit - Degree Non Applicable

**GRADING MODES**

P - Pass/No Pass

**REPEATABILITY:** R - Course may be repeated

Maximum of 3 times, 4 credit hours

**SCHEDULE TYPES:**

02 - Lecture and/or discussion

**STUDENT LEARNING OUTCOMES:**

1. Practice correct usage of reading and writing tools of text-to-speech software.

Measure of assessment: Lab exercises; demonstration, written report

Year assessed, or planned year of assessment: Spring 2018

Institution Outcome Map: 1. Communication, 2. Cognition 6. Personal Development and Responsibility, 7. Content Specific:

2. Utilize the dictionary and thesaurus features within the text-to-speech software to increase vocabulary development.

Measure of assessment: Lab exercises; written report; homework

Year assessed, or planned year of assessment: Spring 2018

Institution Outcome Map: 1. Communication, 6. Personal Development and Responsibility, 7. Content Specific

3. Apply study skills software tools to highlight main ideas and essential supporting details in content area reading.

Measure of assessment: Lab exercises; demonstration; written report

Year assessed, or planned year of assessment: Spring 2018

Institution Outcome Map: 1. Communication, 2. Cognition, 6. Personal Development and Responsibility, 7. Content Specific:

4. Explore the text-to-speech software features for reading the web and accessing various types of course materials.

Measure of assessment: Lab exercises; written report, final project

Year assessed, or planned year of assessment: Spring 2018

Institution Outcome Map: 1. Communication, 2. Cognition, 7. Content Specific

5. Employ text-to-speech writing tools to correct spelling errors and incorrect word usage, including homonyms.

Measure of assessment: Lab exercises; written report; quizzes

Year assessed, or planned year of assessment: Spring 2018

Institution Outcome Map: 1. Communication, 2. Cognition, 7. Content Specific

6. Explore pre-writing, editing and research techniques while using the text-to-speech software.

Measure of assessment: Lab exercises; written report; final report

Year assessed, or planned year of assessment: Spring 2018

## **CONTENT, STUDENT PERFORMANCE OBJECTIVES, OUT-OF-CLASS ASSIGNMENTS**

Curriculum Approval Date: 10/24/2016

1 Hour

Content: Introduction and Text-to-Speech Software Demonstration (Kurzweil 3000). Logging in (at home or on campus)

SPO: Students will learn how to access the Kurzweil 3000 program.

Out-of-Class Assignments: Video tutorials

1 Hour

Content: Work with the Kurzweil 3000 User Interface.

A. Introduction to the Default Toolbars (Classic Toolbar)

1. Main toolbar 2. Reading Toolbar 3. Study Skills Toolbar 4. Writing Toolbar 5. Customizing or creating your own toolbar

SPO: Student will display the various toolbars within the Kurzweil 3000 program.

Out-of-Class Assignments: Video tutorials, concept quiz

1 Hour

Content: B. Navigate in a Document Window.

1. Scanning and Preparing a document for reading and writing; 2. Saving and Opening an existing document 3. Exploring File Formats 4. Changing the Page Number in a Kurzweil file. 5. Saving the Kurzweil file to open and edit in Microsoft Word.

SPO: Students will create and edit a Kurzweil document. Students will learn how to save a Kurzweil 3000 document and open it in Microsoft Word for editing.

Out-of-Class Assignments: Produce a Kurzweil file.

1-2 Hours

Content: C. Setting Preferences for voice, reading speed, print size.

SPO: Students will personalize their text-to-speech preferences in the Kurzweil 3000 program.

D. Text-to-Speech Reading Tools.

1. Read/Pause or Start/Stop Reading 2. Using the Dictionary and Thesaurus 3. Adding Bookmarks in Kurzweil 3000

SPO: Students will explore the reading features within the Kurzweil 3000 program.

Out-Of-Class Assignments: Written report of Kurzweil preferences.

1-2 Hours

Content: E. Text-To-Speech Writing Tools.

1. Correcting spelling errors 2. Using Word Prediction to assist with spelling and selecting correct homophones 3. Produce multi column notes and outlines. 4. Brainstorm to produce graphic organizers and outlines. 5. Edit essay for spelling and correct homophone usage 6. Use dictionary and thesaurus to improve sophistication of vocabulary

SPO: Students will explore the writing features within the Kurzweil 3000 program.

Out-of-Class Assignments: Video tutorials, concept quiz

1-2 Hours

Content: Work with the Read & Write User Interface.

SPO: Students will learn how to access the Read & Write program. A. Using the Toolbars. 1. All Features 2. Reading Features 3. Writing Features 4. Research Features 5. Study Skills Features 6. My Features: Customizing or creating your own toolbar

SPO: Students will explore the various toolbars of the Read & Write program.

Out-of-Class Assignments: Video tutorials, concept quiz

1-2 Hours

Content: B. Introduction to the Writing and Self-Editing Tools.

1. Spell Checker 2. Word Prediction 3. Word Wizard 4. Sounds Like and Confusable Words (Check for Homophones) 5. Verb Checker 6. Speak While Typing

SPO: Students will explore the writing and editing tools within the Read & Write program.

Out-of-Class Assignments: Video tutorials, concept quiz

1-2 Hours

Content: C. Introduction to Kurzweil 3000's Study Skills Tools.

1. Highlighting main ideas, supporting details, and vocabulary words 2. Highlighting Text: How to highlight, erase, organize your highlights, and extracting highlights to column notes 3. Extracting annotations 4. Creating Text Notes, Sticky Notes, Bubble Notes and Footnotes

SPO: Students will explore the many study skill features within the Kurzweil 3000 program.

1-2 Hours

Content: D. Introduction to Read & Write's Study Skills and Features.

1. Dictionary 2. Highlighters 3. Vocabulary List Builder 4. Fact Finder, and Fact Folder.

SPO: Students will explore Read & Write's study skill and research features.

Out-of-Class Assignments: Video tutorials, concept quiz

1 Hour

Content: Introduction of other assistive computer technology programs that provides reading & writing assistance such as: WYNN, Firefly, Dragon Naturally Speaking voice recognition, Inspiration, Plato, and Solo.

SPO: Students will explore various programs that will assist with their reading and writing skills.

Out-of-Class Assignments: Access one of the new programs, report their experience.

2 Hours

Final Exam/Project

**METHODS OF INSTRUCTION:**

Weekly lecture with demonstration using the assistive computer technologies, handouts, in-class lab assignments, hands on exercises, practice and discussion of assigned exercises, individual assistance with additional review and practice, quizzes, homework, and final exam/project.

**METHODS OF EVALUATION:**

Writing assignments

Percent of total grade: 20.00 %

Written Homework; Lab Reports

Problem-solving assignments

Percent of total grade: 30.00 %

Lab Reports; Quizzes

Skill demonstrations

Percent of total grade: 30.00 %

Class Performance/s; Performance Exams

Objective examinations

Percent of total grade: 20.00 %

Multiple Choice; True/False; Matching Choice; Completion

**OUT OF CLASS ASSIGNMENTS:**

Required Outside Hours: 8

Assignment Description: Reading from class text

Required Outside Hours: 8

Assignment Description: Practice Skills

**REPRESENTATIVE TEXTBOOKS:**

n.a.

**ARTICULATION and CERTIFICATE INFORMATION**

Associate Degree:

CSU GE:

IGETC:

CSU TRANSFER:

Not Transferable

UC TRANSFER:

Not Transferable

**SUPPLEMENTAL DATA:**

Basic Skills: N

Classification: Y

Noncredit Category: Y

Cooperative Education:

Program Status: 2 Stand-alone

Special Class Status: S

CAN:

CAN Sequence:

CSU Crosswalk Course Department:

CSU Crosswalk Course Number:  
Prior to College Level: Y  
Non Credit Enhanced Funding: N  
Funding Agency Code: Y  
In-Service: N  
Occupational Course: E  
Maximum Hours: 1  
Minimum Hours: 1  
Course Control Number:  
Sports/Physical Education Course: N  
Taxonomy of Program: 493032