

Course Outline

COURSE: GUID 561 **DIVISION:** 30 **ALSO LISTED AS:**

TERM EFFECTIVE: Spring 2014 **CURRICULUM APPROVAL DATE:** 10/14/2013

SHORT TITLE: INTRO WRITING SKILLS

LONG TITLE: Introduction to Writing Skills

<u>Units</u>	<u>Number of Weeks</u>	<u>Type</u>	<u>Contact Hours/Week</u>	<u>Total Contact Hours</u>
1	18	Lecture:	.5	9
		Lab:	1.5	27
		Other:	0	0
		Total:	2	36

COURSE DESCRIPTION:

This introductory course is designed to teach basic grammar and writing skills to students who have demonstrated difficulty mastering written language and who are eligible to receive learning disability services. Material is presented in a concrete, multi-sensory manner. The class includes opportunity for immediate practice, repetition, and review. This course has the option of a letter grade or pass/no pass. **ADVISORY:** Completion of Guidance 557 or demonstrated deficit in written language achievement. Recommended for students with verified learning disability.

PREREQUISITES:

COREQUISITES:

CREDIT STATUS: C - Credit - Degree Non Applicable

GRADING MODES

- L - Standard Letter Grade
- P - Pass/No Pass

REPEATABILITY: R - Course may be repeated
 Maximum of 99 times, 100 credit hours

SCHEDULE TYPES:

- 02 - Lecture and/or discussion
- 03 - Lecture/Laboratory
- 04 - Laboratory/Studio/Activity

STUDENT LEARNING OUTCOMES:

1. Students will use basic Internet skills to access iLearn and the Skillstutor program.

Measure: Online exercises, Pre-Post tests, Instructor Observation

PLO:

ILO: 1,2,3,7

GE-LO:

Year assessed or anticipated year of assessment: 2014

2. Students will recognize grammar skills necessary to succeed in college writing courses.

Measure: Lab exercises, Quizzes, Midterm, Final, Homework

PLO:

ILO: 7,2,3

GE-LO:

Year assessed or anticipated year of assessment: 2014

3. Students will analyze sentences for errors and learn to construct proper sentences.

Measure: Homework, Lab exercises, Quizzes, Midterm, Final

PLO:

ILO: 1,2,3, 7

GE-LO:

Year assessed or anticipated year of assessment: 2014

4. Students will explore and utilize assistive computer technologies that will assist them in the writing process.

Measure: Class discussion, skills demonstration, written report, performance

PLO:

ILO: 1,2,3,4,6

GE-LO:

Year assessed or anticipated year of assessment: 2014

5. Students will identify their individual written language errors and the impact, if any, of their learning disability on their written language skills.

Measure: Instructor Observation, Oral Report

PLO: 3, 1

ILO: 6,2,1

GE-LO:

Year assessed or anticipated year of assessment: 2014

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

Curriculum Approval Date: 10/14/2013

2 Hours

iLearn: SPO: Students will learn to access online class materials using ilearn. SkillsTutor: SPO: Students will learn to access the online program . SPO: Student will access the various Language Arts and Writing modules according to their individual needs. Homework: computer lab assignments.

10 Hours

Parts of Speech. SPO: Students will learn to define and recognize nouns (as subjects and objects), verbs, pronouns, adjectives, adverbs, and prepositional phrases. Subject-Verb Agreement. SPO: Students will learn to recognize and correct errors in subject-verb agreement. Pronoun Reference and Agreement. SPO:

Students will learn to recognize and correct errors in pronoun reference and agreement. Homework: lab assignments. Verb Tenses. SPO: Students will learn the structure and appropriate use of the present, past, future, progressive, and perfect tenses. Homework: lab assignments.

6 Hours

Clauses. SPO: Students will learn to recognize dependent and independent clauses and subordinating, coordinating, and adverbial conjunctions. Punctuation. SPO: Students will learn the correct use of commas, semicolons, colons, and quotation marks. Homework: lab assignments.

4 Hours

Fragments. SPO: Students will learn to recognize and correct fragments. Comma splices. SPO: Students will learn to recognize and correct comma splices. Run-ons. SPO: Students will learn to recognize and correct run-on sentences. Homework: lab assignments.

6 Hours

Types of sentences. SPO: Students will learn to recognize, construct, and punctuate simple, compound, complex, and compound-complex sentences. Sentence Combining. SPO: Students will use various types of phrases, clauses, and modifiers to combine simple sentences into longer, well-constructed sentences. Homework: computer lab assignments.

4 Hours

Assistive Computer Technologies Exploration: Students will complete writing activities using the Kurzweil 3000 and Read & Write Gold software programs.

Homework: lab assignments.

2 Hours

Final: 2 Hours

METHODS OF INSTRUCTION:

Lecture, class discussion, in-class completion of grammar exercises, interactive computer lab assignments, quizzes, midterm & final.

METHODS OF EVALUATION:

The types of writing assignments required:

Written homework

The problem-solving assignments required:

Quizzes

Exams

Other: Computer Lab Assignments

The types of skill demonstrations required:

Class performance

The types of objective examinations used in the course:

Multiple choice

True/false

Matching items

Completion

The basis for assigning students grades in the course:

Writing assignments: 10% - 20%

Problem-solving demonstrations: 10% - 20%

Skill demonstrations: 10% - 20%

Objective examinations: 50% - 60%

Other methods of evaluation: 0% - 0%

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: B

Classification: B

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: B

Non Credit Enhanced Funding: N

Funding Agency Code: Y

In-Service: N

Occupational Course: E

Maximum Hours:

Minimum Hours:

Course Control Number: CCC000061167

Sports/Physical Education Course: N

Taxonomy of Program: 150100