



## ENGL-010 – English Fundamental Level 1

### College Preparation and Upgrading

**Effective Term & Year:** Fall 2022

**Course Outline Review Date:** 2026-03-01

**Program Area:** Upgrading for Academic and Career Entry

#### Description:

English 010 is an introductory course designed to develop basic literacy skills to enable students to function more effectively in personal, work and educational situations. Skill areas covered include reading, writing, and strategies for communication and learning.

#### Program Information:

English 010 provides students with the skills necessary to enter English 020.

**Delivery Methods:** On-campus (Face-to-Face), Directed/Guided Studies

**Credit Type:** ABE Credits

**Credits:** 0

#### Instructional Activity and Hours:

Activity	Hours
Classroom, Directed Studies or Online Instruction	30
Seminar/Tutorials	
Laboratory/Studio	
Practicum/Field Experience	
Co-op/Work Experience	
Other	
<b>Total</b>	<b>30</b>

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**Course Requisites:**

- Prerequisites: Students must be able to speak and understand English.

**Flexible Assessment:** Yes

In some cases students may be able to apply for recognition of prior learning outside the classroom. This flexible assessment process provides equivalent course credit. It is a rigorous process that may include external evaluation, worksite assessment, demonstration, standardized test, self-assessment, interview, products/portfolio, and challenge exam, or other measures as appropriate. Tuition fees apply. Contact an education advisor for more information.

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**Course Transfer Credit:**

For information about receiving transfer credit for courses taken at either British Columbia or Alberta institutions, please see <https://www.bctransferguide.ca/> or <https://transferalberta.alberta.ca> . For more transfer credit information, please visit <https://www.cotr.bc.ca/Transfer>

All requests for course transfer credit from institutions in British Columbia or elsewhere should go to the College of the Rockies Enrolment Services office.

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**Textbook Resources:**

Textbook selection varies by instructor and may change from year to year. At the Course Outline Effective Date the following textbooks were in use:

BC Reads: Adult Literacy Fundamental English – Course Pack 1

BC Reads: Adult Literacy Fundamental English – Reader 1

Author(s): Shantel Ivits, Vancouver Community College

*Please see the instructor's syllabus or check COTR's online text calculator <https://textbook.cotr.bc.ca/> for a complete list of the currently required textbooks.*

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**Learning Outcomes:****Reading:**

**Learning Outcome**

*Students will be able to ...*

1. read a 1-page simple form with assistance
2. read 5 – 7 sentence, life experience stories independently

**Skills**

*By achieving this broader outcome, students will demonstrate that they can also ...*

- read common symbols (e.g. &, #)
- read 50-75 common sight words
- read the alphabet, upper and lower case
- read 50-75 personal sight words
- articulate short and long vowel sounds, simple consonant blends (e.g. CVC, CVC + e, CVVC)

**Writing:****Learning Outcome**

*Students will be able to ...*

1. fill in one-page simple forms with assistance
2. write five sentences of three to four words, independently

**Skills**

*In achieving this broader outcome, students will demonstrate that they can also ...*

- print the alphabet (upper-and lower-case letters)
- print or write own name, address and phone number
- use capital letters on proper nouns
- use capital letters for beginning a sentence
- print or write CVC (consonant-verb- consonant) words and 50-75 sight words (words that students memorize and know by sight rather than sounding them out)
- recognize and use end punctuation (i.e. period, question mark, exclamation mark)

For a complete list of the articulation learning outcomes of this course, please refer to the [Adult Basic Education in British Columbia's Public Post-Secondary institutions: An Articulation Handbook](#) located at [ABE2020.pdf](#) ([bctransferguide.ca](#))

**Course Topics:**

## Decoding

- Word attack strategies and phonics

## Reading &amp; Comprehension

- Sight word vocabulary (100 – 150 words)
- Symbol recognition
- Written directions

## Writing

- Mechanics and spelling
- Using capital letters
- Spelling
- Sentence punctuation

## Writing

- Composition and content
- Writing personal information
- Forms
- Simple sentences

#### Personal Learning

- Goal setting
- Organizational skills

*See instructor's syllabus for the detailed outline of weekly readings, activities and assignments.*

*The outcomes of this course meet and are consistent with the outcomes prescribed for Computer Studies: Fundamental Level in the Adult Basic Education in British Columbia Colleges – An Articulation Handbook –*

<https://www.bctransferguide.ca/wp-content/uploads/2022/08/abeguide2223.pdf>

## Evaluation and Assessments

### Assessment Type: Directed/Guided Studies

Assessment Type	% of Total Grade
To progress in this course students must demonstrate a satisfactory level of achievement in pre-reading, reading, writing and strategies for learning activities.	

### Grade Scheme

COM	NCG
Completed to the minimum defined standard	No credit granted – less than minimum defined standard

### Evaluation Notes Comments:

In order to move from one English level to the next, the student must complete the listed outcomes identified for the course. Once the outcomes have been met, the student will receive a COM (complete) mark on his or her Record of Training (ROT).

### Exam Attendance:

Students must attend all scheduled exams at the appointed time and place. Instructors may approve an alternate exam to accommodate an illness or personal crisis. Department heads will consider other written requests. Any student who misses a scheduled exam without prior approval will receive a "0" on the exam.

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## Academic Policies:

College of the Rockies policies related to courses can be found at <https://cotr.bc.ca/about-us/college-policies/> and include the following:

- Policy 2.4.3 Students with Documented Disabilities
  - Policy 2.4.4 Student Conduct (plagiarism, other cheating, behavioral misconduct)
  - Policy 2.5.8 Academic Performance
  - Policy 2.5.3 Grade Appeal
  - Policy 2.4.9 Student Concerns Re Faculty
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## Course Changes:

The College of the Rockies updates course outlines regularly to meet changing educational, employment and marketing needs. The instructor will notify students in writing of any updates to this outline during the semester. The instructor reserves the right to revise, add or delete material while meeting the learning outcomes of this course outline.