



ENGL-040 – English Fundamental Level 4

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:

ENGL 040 is a Fundamental Level 4 Adult Basic Education course which prepares students to meet the demands of Fundamental Level 5 English courses. ENGL 040 is designed to enable students to function more effectively in personal, work and educational situations. Skill areas are integrated and include reading, writing, strategies for communication and learning, as well as critical thinking. An integrated approach also assists learners to acquire a better understanding of themselves, their communities and their participation in Canadian society by using real-life materials, activities and experiences in their studies, which students then can apply in their daily lives. Desired results include improved self-confidence, self-reliance and self-evaluation.

Program Information:

ENGL 040 provides students with the skills necessary to enter English Level 5 (ENGL 050).

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	
Total	30

Course Requisites:

- Complete 1 of the following
 - Completed the following:
 - ENGL030 – English Fundamental Level 3
 - Or College of the Rockies assessment; or students must demonstrate capability to successfully complete the course learning outcomes in English Skills 001.

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.

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.

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 4

BC Reads: Adult Literacy Fundamental English – Reader 4

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.

Learning Outcomes:

Upon the successful completion of this course, students will be able to:

Reading

Learning Outcome

Students will be able to ...

1. read 3-5 paragraph passages of familiar genres (e.g. concrete, factual) including abstract, specialised vocabulary
2. read 3-paragraph passages of unfamiliar topic and genres (e.g. argument, opinion, inference) including familiar vocabulary

Skills

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

- differentiate between fact and opinion
- differentiate between likes, dislikes, and preferences
- demonstrate strategies for learning and remembering words
- use peer feedback and self-monitoring strategies to evaluate meanings and findings
- draw inferences and conclusions
- understand how quotation marks, semicolons, parentheses, and dashes affect meaning

Writing

Learning Outcome

Students will be able to ...

1. write paragraphs of five to eight sentences using familiar forms (i.e. narrative, process, descriptive, opinion)
2. Write formal correspondence to a specified audience

Skills

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

- differentiate between fact and opinion
- differentiate between likes, dislikes, and preferences
- demonstrate strategies for learning and remembering words
- use peer feedback and self-monitoring strategies to evaluate meanings and findings
- draw inferences and conclusions
- understand how quotation marks, semicolons, parentheses, and dashes affect meaning

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 & phonics

Reading & Comprehension

- Dictionary skills

- Antonyms, synonyms, homonyms
- Influence
- Drawing conclusions
- Predicting outcomes
- Author's perspective e.g. mood emotion

Writing

- Mechanics & spelling
- Possessives
- Sequencing
- Sentences – simple, complex, compound
- Comma usage

Writing

- Composition & content
- Writes using 600 sight words
- Topic sentences
- Narrative & descriptive paragraphs
- Forms & applications

Personal Learning

- Goal setting
- Organizational strategies
- Co-operative learning

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 reading, writing, & 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.

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

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.