



ENGL-092 – English – Provincial Level (Essential English)

College Preparation and Upgrading

Effective Term & Year: Fall 2022

Course Outline Review Date: 2025-04-01

Program Area: Upgrading for Academic and Career Entry

Description:

Students in this course will build skills for expressing personal experiences, opinions and thoughts through a number of interesting topics. They will develop communication and critical thinking skills to prepare for some post-secondary programs, but mostly for the workforce. Students will read and reference the work of Indigenous authors and explore Canada's diversity. All student assignments are designed to teach the essential skills needed in the workplace.

Program Information:

This course fulfills the requirement for the Language Arts 12 Component of the BC Adult Graduation Diploma, for it is equivalent to Communications 12. This course does not fulfill the requirements necessary for post-secondary English courses.

Delivery Methods: Directed/Guided Studies, Online

Credit Type: ABE Credits

Credits: 0

Instructional Activity and Hours:

Activity	Hours
Classroom, Directed Studies or Online Instruction	90
Seminar/Tutorials	
Laboratory/Studio	
Practicum/Field Experience	

Co-op/Work Experience	
Other	
Total	90

Course Requisites:

- Completed at least 1 of the following:
 - ENGL070 – English Intermediate Level
 - ELNM 11 – EFP Literary Studies + New Media 11

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:

Hoffman, Andrew, Hoffman, Catherine, Cann, Phyliss, *A Thousand Words Grammar and Writing in Context* 1st Canadian edition, Publisher: Thomson/Nelson

ISBN 0-17-622507-2

Alexie, Sherman. *The Absolutely True Diary of a Part-Time Indian*.

Textbooks are available in the library.

Learning Outcomes:

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

Critical and Creative Thinking

- recognize elements of clear communication;
- demonstrate organizational thought processes to solve problems;
- evaluate argument for validity, reliability, currency and objectivity;
- demonstrate an understanding of how communication formats influence language choices and usage;
- record, organize and store information read, heard or viewed;
- support a position by citing specific details from what has been read, heard or viewed;
- explore diverse perspectives to develop or modify one's point of view;
- assess one's own knowledge and use of language;
- assess information for completeness, accuracy, currency, relevance, balance or perspectives and bias;
- analyse different presentations of the same information to reconsider positions;
- assess ways in which language reflects and influences values and behavior;

Speaking and Listening

- interact effectively in formal or informal situations;
- adjust speaking style to suit audience, purpose, and situation;
- use effective presentation aids (e.g. diagrams, line drawings, overheads) to enhance;
- communications;

Reading, Research and Reference

- evaluate the effectiveness of one's own and others' written material (literary, technical, business, or informational) using criteria that include the following:
 - plain language
 - coherence and organization
 - consistency in the application of usage conventions
 - relevance to argument of supporting evidence and examples
 - appropriateness to intended purpose and audience
 - attention to detail
- summarize, make inferences, draw conclusions and critically evaluate;
- paraphrase main ideas in written material;
- distinguish between implicit and explicit messages;
- apply prior knowledge and experience to assist understanding of new material;
- use a variety of strategies and sources to gather and evaluate information, including print

- sources, library resources and the internet;
- interpret details in and draw conclusions from information presented in a variety of print and graphic formats, including electronic formats;
- read articles, books, stories and poetry;

Written Communication

- gather information and organize it into functional writing assignments, for example, simple reports, letters and memos;
- edit own work fully for coherence and accuracy;
- monitor spelling, grammar, mechanics and syntax using appropriate techniques and resources as required, including electronic technology;
- write effectively, adjusting for audience, purpose and situation to inform, persuade, and interact in formal and informal situations;
- organize information and ideas to clarify thinking and achieve desired effect;

RECOMMENDED LEARNING OUTCOMES

Cooperative Communication

- describe the value and limitations of collaborative work;
- collaborate and consult effectively with others in completing communications tasks through means that include: interacting confidently, assuming responsibility for roles in teams, respecting and promoting respect for the contributions of other team members, demonstrating a commitment to the team, and to project goals;
- employ advanced problem-solving skills in cooperative communication activities (e.g. cooperative team development of business proposal);
- use a variety of resources and technologies when working with others; and
- evaluate group processes and individual roles in and contributions to group processes.

These outcomes are in accordance with the articulation learning outcomes presented in the ABE Provincial Articulation Handbook.

Course Topics:

- Education
- Family
- Work
- Canada's Diverse Culture
- The Media
- Technology
- Health
- The Environment

Within these units, the course will cover:

Listening/Speaking:

- discussions
- presentation

Writing:

- pre-writing techniques
- paragraph development skills
- strategies for writing introductory, developing and concluding paragraphs in essays
- edit written works for mechanical and structural errors
- research project

Grammar/Mechanics:

- type of sentences (simple, compound etc.)
- fragments and run-ons
- subject–verb agreement
- pronoun agreement
- parallel structure
- misplaced and dangling modifiers
- verb tenses and active and passive voice
- standard spelling
- punctuation, capitalization

Reading:

- reading comprehension exercises/activities from articles, stories and poetry
- vocabulary development
- analyze a novel

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

Unit Assignments (8)	80
Response Journal	10
Novel Project	10

Grade Scheme

A+	A	A-	B+	B	B-	C+	C	C-	D	F
>=95	94-90	89-85	84-80	79-75	74-70	69-65	64-60	59-55	54-50	<50

Evaluation Notes: A grade of “D” grants credit, but may not be sufficient as a prerequisite for sequential courses.

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.