

LS R018A: IMPROVING WRITTEN LANGUAGE SKILLS I

Originator

pcowan

College

Oxnard College

Discipline (CB01A)

LS - Learning Skills

Course Number (CB01B)

R018A

Course Title (CB02)

Improving Written Language Skills I

Banner/Short Title

Improving Written Language I

Credit Type

Credit

Start Term

Fall 2021

Catalog Course Description

This course is intended for students with learning disabilities or other written language difficulties. It provides instruction in basic sentence writing skills including subject/verb identification, writing and recognizing simple, compound, complex, and compound-complex sentences, and the punctuation appropriate to each. Not applicable for degree credit. Course is offered Pass/No Pass (P/NP) at student's option.

Taxonomy of Programs (TOP) Code (CB03)

1501.00 - English

Course Credit Status (CB04)

C (Credit - Not Degree Applicable)

Course Transfer Status (CB05) (select one only)

C (Not transferable)

Course Basic Skills Status (CB08)

N - The Course is Not a Basic Skills Course

SAM Priority Code (CB09)

E - Non-Occupational

Course Cooperative Work Experience Education Status (CB10)

N - Is Not Part of a Cooperative Work Experience Education Program

Course Classification Status (CB11)

Y - Credit Course

Educational Assistance Class Instruction (Approved Special Class) (CB13)

S - The Course is an Approved Special Class

Course Prior to Transfer Level (CB21)

C - Three levels below transfer

Course Noncredit Category (CB22)

Y - Credit Course

Funding Agency Category (CB23)

Y - Not Applicable (Funding Not Used)

Course Program Status (CB24)

2 - Not Program Applicable

General Education Status (CB25)

Y - Not Applicable

Support Course Status (CB26)

N - Course is not a support course

Field trips

Will not be required

Grading method

Letter Graded

Alternate grading methods

Student Option- Letter/Pass
Pass/No Pass Grading

Does this course require an instructional materials fee?

No

Repeatable for Credit

No

Is this course part of a family?

No

Units and Hours

Carnegie Unit Override

No

In-Class

Lecture

Minimum Contact/In-Class Lecture Hours

52.5

Maximum Contact/In-Class Lecture Hours

52.5

Activity

Laboratory

Total in-Class

Total in-Class

Total Minimum Contact/In-Class Hours

52.5

Total Maximum Contact/In-Class Hours

52.5

Outside-of-Class

Internship/Cooperative Work Experience

Paid

Unpaid

Total Outside-of-Class

Total Outside-of-Class

Minimum Outside-of-Class Hours

105

Maximum Outside-of-Class Hours

105

Total Student Learning

Total Student Learning

Total Minimum Student Learning Hours

157.5

Total Maximum Student Learning Hours

157.5

Minimum Units (CB07)

3

Maximum Units (CB06)

3

Student Learning Outcomes (CSLOs)

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

- | | |
|---|---|
| 1 | Write a five sentence paragraph |
| 2 | Demonstrate the use of writing strategies to compose a simple sentence including correct capitalization and punctuation and apply it to writing throughout the curriculum |
| 3 | Demonstrate mastery through accuracy and fluency in the use of the writing strategies through multi-level writing assignments throughout the semester |
| 4 | Demonstrate the correct use of the four different types of sentences taught in this course |

Course Objectives

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

- | | |
|---|--|
| 1 | Identify nouns and verbs. |
| 2 | Identify action, state of being, and helping verbs. |
| 3 | Identify complete verbs in a sentence. |
| 4 | Identify the subject of a sentence. |
| 5 | Recognize and write simple, compound and complex sentences including appropriate punctuation and capitalization. |
| 6 | Recognize and write descriptive, narrative, process, comparison-contrast, cause-effect, and argument paragraphs. |

Course Content

Lecture/Course Content

1. Writing and Reading
 - a. Analyze assignments
 - b. Use graphic organizers
 - c. Reading strategies
2. Pre-writing

- a. Selecting topic
- b. Gathering details
- c. Choosing a pattern of organization
3. Drafting
 - a. Developing your ideas
 - b. Forming a meaningful whole
4. Revising
 - a. Recognize strong writing
 - b. Reviewing with peers
5. Editing
 - a. Understanding word choice
 - b. Writing fluent sentences
 - c. Checking for correctness
6. Narrative Paragraph
 - a. Reviewing, prewriting, writing, revising, editing, and reviewing
7. Process Paragraph
 - a. Reviewing, prewriting, writing, revising, editing, and reviewing
8. Comparison-Contrast Paragraph
 - a. Reviewing, prewriting, writing, revising, editing, and reviewing
9. Cause-Effect Paragraph
 - a. Reviewing, prewriting, writing, revising, editing, and reviewing
10. Argument Paragraph
 - a. Reviewing, prewriting, writing, revising, editing, and reviewing
11. Nouns
 - a. Class of nouns
12. Pronouns
13. Verb
 - a. Verb classes
14. Adjective
15. Adverb
16. Punctuation and Mechanics
 - a. Comma
 - b. Apostrophe
 - c. Semicolon, colon, hyphen, dash
 - d. Quotation marks and italics
 - e. Capitalization

Laboratory or Activity Content

None

Methods of Evaluation

Which of these methods will students use to demonstrate proficiency in the subject matter of this course? (Check all that apply):

Skills demonstrations
Written expression

Methods of Evaluation may include, but are not limited to, the following typical classroom assessment techniques/required assignments (check as many as are deemed appropriate):

Essay exams
Essays
Journals
Quizzes
Skill tests

Instructional Methodology

Specify the methods of instruction that may be employed in this course

Collaborative group work
Class activities
Class discussions
Distance Education

Group discussions
Instructor-guided use of technology
Lecture
Small group activities

Describe specific examples of the methods the instructor will use:

1. Instructor will provide lectures on using graphic organizers
2. Instructor will model pre-writing strategies using in class technology for students to follow along
3. Instructor will facilitate group discussions on revising sample essays as a group
4. Instructor will break students into small groups (online or in person) to discuss the possible edits that need to be done to sample essays
5. Instructor will lead small group activities such as a "Snowball Writing" where 3 students will each write the beginning, middle or end to 3 different stories.
6. Instructor will utilize an online discussion board for students to interact with one another on topics such as, "Which step of the Writing Process do you think is the most important? Why?" Where students will post their initial response, and then be required to post a reply to at least 1 other student.
7. Instructor will provided guided use of assistive technology that will help students with literacy skills.

Representative Course Assignments

Writing Assignments

1. Weekly practice writing and identifying sentence and paragraph types
2. Weekly practice from text
3. Short paragraph essay's assigned in various paragraph formats
4. Weekly discussion board response and classmate response
5. Letter writing for "real life" experiences: a complaint letter, a cover letter
6. Practice writing using and identifying the parts of speech being instructed in class

Reading Assignments

1. Students read short excerpts of paragraphs and essays in their text
2. Students will read short articles to use as a starting point for written assignments

Skills Demonstrations

1. Students will demonstrate skills in identifying various parts of speech.
2. Students will demonstrate the ability to write complete sentences.
3. Students will demonstrate the ability to write a paragraph.
4. Students will demonstrate the ability to develop a mind map, a T-chart and a free write as means of brainstorming.

Outside Assignments

Representative Outside Assignments

1. Paragraph writing
2. Brainstorming topic ideas
3. Completing skills based worksheets about parts of speech, grammar, mechanics, revising
4. Editing and revising assignments
5. Reading short articles and responding to them in a journal
6. Reading various samples of paragraphs and providing feedback on what works in the paragraph, and what could be improved
7. Using the rubrics with their own writing as a means of fostering improvement
8. Replying to class discussion board topics and then to a classmate's response

Articulation

Comparable Courses within the VCCCD

LS M02 - Basic Writing Skills
LS V25 - Improving Grammar and Writing Skills

Textbooks and Lab Manuals

Resource Type

Textbook

Description

Langan, John (2015). *English Essentials* (3rd, most current edition). West Berlin, NJ townsend press. 9781591946

Resource Type

Other Resource Type

Description

Instructor created worksheets.

Distance Education Addendum

Definitions

Distance Education Modalities

Hybrid (51%–99% online)

Hybrid (1%–50% online)

100% online

Faculty Certifications

Faculty assigned to teach Hybrid or Fully Online sections of this course will receive training in how to satisfy the Federal and state regulations governing regular effective/substantive contact for distance education. The training will include common elements in the district-supported learning management system (LMS), online teaching methods, regular effective/substantive contact, and best practices.

Yes

Faculty assigned to teach Hybrid or Fully Online sections of this course will meet with the EAC Alternate Media Specialist to ensure that the course content meets the required Federal and state accessibility standards for access by students with disabilities. Common areas for discussion include accessibility of PDF files, images, captioning of videos, Power Point presentations, math and scientific notation, and ensuring the use of style mark-up in Word documents.

Yes

Regular Effective/Substantive Contact

Hybrid (1%–50% online) Modality:

Method of Instruction	Document typical activities or assignments for each method of instruction
Asynchronous Dialog (e.g., discussion board)	Discussion board online for students to respond to questions/prompts and to reply to classmates.
Synchronous Dialog (e.g., online chat)	Online classes held on LMS, and also recorded for future use
Other DE (e.g., recorded lectures)	Lectures recorded and included in the LMS for introduction of new material Recorded lectures for tips and strategies to assist in completing various assignments
Face to Face (by student request; cannot be required)	Meeting with a student individually to review assignments or answer questions, can take place on LMS system
E-mail	Sending out of reminders and communication Students may contact instructor for help or questions.

Hybrid (51%–99% online) Modality:

Method of Instruction	Document typical activities or assignments for each method of instruction
Asynchronous Dialog (e.g., discussion board)	Discussion board online for students to respond to questions/prompts and to reply to classmates.
Synchronous Dialog (e.g., online chat)	Online classes held on LMS, and also recorded for future use
Other DE (e.g., recorded lectures)	Lectures recorded and included in the LMS for introduction of new material Recorded lectures for tips and strategies to assist in completing various assignments
E-mail	Sending out of reminders and communication Students may contact instructor for help or questions.
Telephone	Instructor may call students to assist and to keep in contact with students
Video Conferencing	Instructor may use video conferencing to go over work, to provide assistance, and to hold small study groups. Students may use this means to meet with one another to work on group assignments

100% online Modality:

Method of Instruction	Document typical activities or assignments for each method of instruction
Asynchronous Dialog (e.g., discussion board)	Discussion board online for students to respond to questions/prompts and to reply to classmates.
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Examinations

Hybrid (1%–50% online) Modality

Online
On campus

Hybrid (51%–99% online) Modality

Online
On campus

Primary Minimum Qualification

LEARNING DISABILITIES, DSPS

Review and Approval Dates

Department Chair

09/14/2020

Dean

09/18/2020

Technical Review

10/28/2020

Curriculum Committee

10/28/2020

DTRW-I

MM/DD/YYYY

Curriculum Committee

12/09/2020

Board

MM/DD/YYYY

CCCCO

MM/DD/YYYY

Control Number

CCC000584488

DOE/accreditation approval date

MM/DD/YYYY