

CATALOG INFORMATION

Dept and Nbr: ADLTED 501    Title: AC SKLS/GED PREP 1/READ  
Full Title: Basic Academic Skills and GED Preparation - Reading 1  
Last Reviewed: 12/12/2016

Units		Course Hours per Week		Nbr of Weeks	Course Hours Total	
Maximum	0	Lecture Scheduled	0	6	Lecture Scheduled	0
Minimum	0	Lab Scheduled	3.00	3	Lab Scheduled	18.00
		Contact DHR	0		Contact DHR	0
		Contact Total	3.00		Contact Total	18.00
		Non-contact DHR	0		Non-contact DHR	0

Total Out of Class Hours: 0.00

Total Student Learning Hours: 18.00

Title 5 Category: Non-Credit  
Grading: Non-Credit Course  
Repeatability: 27 - Exempt From Repeat Provisions  
Also Listed As:  
Formerly: CSKLS 501

**Catalog Description:**  
Instruction and individualized learning plans are provided for preparation for the GED and other High School Equivalency (HSE) tests. Course also provides academic skills development in preparation for English placement tests; credit English Pathway classes; Career Technical Education (CTE) classes; and Basic Academic Skills Certificate of Completion. First level reading course covers reading and study strategies at beginning levels of reading comprehension and vocabulary development, as determined through initial assessment.

**Prerequisites/Corequisites:**

**Recommended Preparation:**

**Limits on Enrollment:**

**Schedule of Classes Information:**  
Description: Instruction and individualized learning plans are provided for preparation for the GED and other High School Equivalency (HSE) tests. Course also provides academic skills development in preparation for English placement tests; credit English Pathway classes; Career

Technical Education (CTE) classes; and Basic Academic Skills Certificate of Completion. First level reading course covers reading and study strategies at beginning levels of reading comprehension and vocabulary development, as determined through initial assessment. (Non-Credit Course)

Prerequisites/Corequisites:

Recommended:

Limits on Enrollment:

Transfer Credit:

Repeatability: Exempt From Repeat Provisions

## **ARTICULATION, MAJOR, and CERTIFICATION INFORMATION:**

<b>AS Degree:</b>	<b>Area</b>	<b>Effective:</b>	<b>Inactive:</b>
<b>CSU GE:</b>	<b>Transfer Area</b>	<b>Effective:</b>	<b>Inactive:</b>
<b>IGETC:</b>	<b>Transfer Area</b>	<b>Effective:</b>	<b>Inactive:</b>
<b>CSU Transfer:</b>		<b>Effective:</b>	<b>Inactive:</b>
<b>UC Transfer:</b>		<b>Effective:</b>	<b>Inactive:</b>

**CID:**

**Certificate/Major Applicable:**

Certificate Applicable Course

## **COURSE CONTENT**

### **Student Learning Outcomes:**

At the conclusion of this course, the student should be able to:

1. Demonstrate comprehension of basic academic, workplace, and recreational reading through discussion and/or brief written responses
2. Demonstrate expanded vocabulary through discussion and/or brief written responses
3. Use a computer or electronic device for basic word-processing, accessing academic software, GED/HSE testing sites, and college enrollment

### **Objectives:**

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

1. Reading
  - a. Interpret basic textbook material in science, social sciences, and literature
  - b. Apply reading skills to shorter news articles, basic workplace content, and pleasure reading
2. Vocabulary Development
  - a. Effectively use a dictionary
  - b. Apply roots, prefixes, and suffixes to decoding words
  - c. Use more precise vocabulary in oral and written work
3. Basic Technology
  - a. Use a word-processing program for short writing assignments
  - b. Describe how to access and use college and GED testing systems for enrollment and other services

**Topics and Scope:**

Content, topics, and scope will vary, depending on student skill level

1. How to read a book, magazine, or newspaper
  - a. Pre-reading skills
  - b. Organizational patterns in written materials
  - c. Interpreting titles, captions, and visual elements
2. Reading
  - a. Finding the main idea in paragraphs
  - b. Major and minor details
  - c. How to write a summary of a short article, fiction, and poetry
  - d. How to write a response to short articles, fiction, and poetry
  - e. Strategies for approaching basic types of reading such as workplace-related (instructions, employment ads, memos), short fiction, news articles
3. Vocabulary Development
  - a. Using context clues
  - b. Root words
  - c. Prefixes and suffixes
  - d. Using a dictionary or a thesaurus
4. Basic Technology
  - a. Basic computer use and navigation among assigned software programs
  - b. Basic word-processing and keyboarding
  - c. Student portals for enrollment and other services
  - d. GED and other HSE test websites

### Assignment:

According to assessment and individualized learning plans, students will be assigned a variety of assignments appropriate to their reading levels:

1. Reading from assigned shorter texts, magazines, newspapers, software applications, and job-related material
2. Reading comprehension exercises in textbooks, worksheets, and educational software applications
3. Textbook, worksheets, and computer assignments related to the reading
4. Written responses to reading assignments and specific topics
5. Exercises in computer use, keyboarding, and basic word-processing
6. Computer quizzes and assessment tests for academic skills

### Methods of Evaluation/Basis of Grade:

**Writing:** Assessment tools that demonstrate writing skills and/or require students to select, organize and explain ideas in writing.

Reading responses; written assignments
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Writing 20 - 30%
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**Problem Solving:** Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.

None
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Problem solving 0 - 0%
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**Skill Demonstrations:** All skill-based and physical demonstrations used for assessment purposes including skill performance exams.

None

Skill Demonstrations  
0 - 0%

**Exams:** All forms of formal testing, other than skill performance exams.

Quizzes and assessments using multiple choice, true/false, short answer

Exams  
30 - 40%

**Other:** Includes any assessment tools that do not logically fit into the above categories.

Computer assignments

Other Category  
30 - 40%

**Representative Textbooks and Materials:**

Writing for the GED Test. New Readers Press. 2016

Essential Reading Skills. Omie Drawhorn and Teresa Perrin. Essential Education. 2015

Kaplan GED Test 2015: Strategies, Practice, and Review. Caren Van Slyke. Kaplan, Inc. 2015

Instructor-prepared materials.