

CATALOG INFORMATION

Dept and Nbr: EMLS 714      Title: NC EMLS HIGH BEGINNING  
Full Title: Noncredit High-Beginning English  
Last Reviewed: 3/14/2022

Units		Course Hours per Week		Nbr of Weeks	Course Hours Total	
Maximum	0	Lecture Scheduled	6.00	17.5	Lecture Scheduled	105.00
Minimum	0	Lab Scheduled	0	8	Lab Scheduled	0
		Contact DHR	0		Contact DHR	0
		Contact Total	6.00		Contact Total	105.00
		Non-contact DHR	0		Non-contact DHR	0

Total Out of Class Hours: 210.00

Total Student Learning Hours: 315.00

Title 5 Category: Non-Credit  
Grading: Non-Credit Course  
Repeatability: 27 - Exempt From Repeat Provisions  
Also Listed As:  
Formerly: ESL 714

**Catalog Description:**  
Students will develop language skills in English to function independently in everyday situations. This class is for noncredit, high-beginning English language learners.

**Prerequisites/Corequisites:**

**Recommended Preparation:**

**Limits on Enrollment:**

**Schedule of Classes Information:**  
Description: Students will develop language skills in English to function independently in everyday situations. This class is for noncredit, high-beginning English language learners. (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. Apply reading and writing skills to function independently in daily contexts.
2. Demonstrate level-appropriate listening & speaking skills needed to communicate in a variety of settings at school, work and in the community.
3. Demonstrate appropriate cross-cultural skills in interactions at work, school and in the community.
4. Employ appropriate study skills needed in academic environments.

### **Objectives:**

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

1. Identify the main idea and supporting details in a reading passage on a familiar topic.
2. Use a variety of strategies to determine the meaning of new words and phrases in familiar contexts.
3. Use level-appropriate prewriting skills to brainstorm and organize ideas on familiar topics.
4. Use basic verb tenses and conventions of writing and punctuation in a short, loosely organized paragraph based on a familiar topic.
5. Fill out simple, authentic forms.
6. Initiate a level appropriate conversation in informal and professional settings including how to make “small-talk” and conduct an interview with an employer, medical provider, community resource or school official.
7. Identify academic, vocational and personal goals and basic steps needed to achieve these goals.
8. Use appropriate pronunciation, intonation and word stress to communicate more clearly in conversations at work, school and in the community.
9. Demonstrate culturally appropriate behaviors, both in class and out.

### **Topics and Scope:**

#### **I. Listening and Speaking Skills**

- A. Speaking and listening skills needed in the community using level appropriate grammar

1. making an appointment
2. requesting information
3. stating health needs

B. Discussion of topics and vocabulary development related to daily and cultural life that may include family, friends, neighborhood, work, shopping, housing, community resources and cross cultural differences and similarities using level appropriate grammar

C. Pronunciation Skills

1. recognize and produce problematic vowel and consonant sounds (final -ed, etc.)
2. phonemic awareness (voiced/unvoiced consonants)
3. use of appropriate word and syllable stress
4. intonation in questions and statements
5. sound/spelling patterns

## II. Reading Skills

A. Basic pre-reading skills including skimming, scanning and predicting

B. Identification of main ideas and supporting details in fiction and nonfiction passages

C. Short narratives and simple, authentic materials (e.g., schedules and brochures) related to work, school, home and the community

D. Vocabulary building strategies including the use of contextual clues and simple word analysis (prefixes and suffixes) to determine the meaning of unfamiliar words

E. Spelling patterns

## III. Writing Skills

A. Process writing including brainstorming, organizing, drafting, revising, editing

B. Short, controlled paragraphs consisting of a main idea and 3-5 related sentences on familiar topics (daily life, personal experiences and family stories)

C. Simple, authentic forms and materials used at school, work and the community

D. Verb tenses and language structures needed to write notes and simple paragraphs on topics related to school, work and the community including:

1. simple present tense
2. present continuous
3. simple past tense
4. past continuous
5. future tense
6. there is/there are
7. modals
8. simple compound sentences
9. pronouns (subject, object, possessive)
10. adjectives (descriptive, demonstrative, possessive)
11. time phrases
12. transitions (first, second, then, finally)
13. question formation

## IV. Academic Skills

A. Language of group work

B. Organizational skills

C. Study skills

D. Vocabulary needed to communicate with academic personnel

E. Setting academic goals

## V. Cultural Skills

A. Formal and informal speech including conversational norms used in various contexts; i.e.,

making small talk, participating in interviews, talking with friends, teachers, employers and co-workers

B. Reading and writing activities related to culture; i.e., similarities and differences, resolving neighborhood issues and culturally appropriate relations in the workplace

C. Nonverbal communication including appropriate distance, eye contact and other gestures

D. Culturally appropriate vocabulary and conversational norms used to agree, disagree, express opinions, elicit information and interrupt in real-life situations

#### VI. Vocational Skill - Topics May Include:

A. Basic interview skills, including articulating job skills and abilities

B. Applications and other simplified forms

C. Basic job searching skills

D. Signs and warnings

E. Problem solving at work including reporting an accident and/or a dangerous situation

F. Calling in sick

G. Giving and following directions, both orally and in writing

H. Asking for clarification

I. Requesting and offering assistance

J. Knowing your rights at work

#### Assignment:

##### I. In-class Work, such as:

A. Vocabulary building exercises

B. Pair and group activities

C. Role plays, mock interviews and problem-solving activities in small groups

D. Language Experience Approach and other controlled writings

E. Surveys and interviews

F. Discussion of and response to readings on themes related to real-life situations

G. Listening activities

H. Dictation

I. Use of technology such as the Internet, ESL websites and software to improve reading, listening, vocabulary, spelling, conversation and pronunciation skills

##### II. Objective Exams, Weekly Quizzes, and Final Exam

##### III. Written Homework, such as:

A. Surveys and interviews

B. Reading exercises

C. Grammar exercises

D. Journals and short writings

E. Vocabulary logs

##### IV. Independent Work (ungraded)

A. Request information from school and community resources

B. Individual recordings using voicemail

C. Listening to TV and radio programs in English

#### 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.

Written homework	Writing 40 - 50%
<b>Problem Solving:</b> Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.	
None	Problem solving 0 - 0%
<b>Skill Demonstrations:</b> All skill-based and physical demonstrations used for assessment purposes including skill performance exams.	
None	Skill Demonstrations 0 - 0%
<b>Exams:</b> All forms of formal testing, other than skill performance exams.	
Objective exams, quizzes, final examination	Exams 10 - 20%
<b>Other:</b> Includes any assessment tools that do not logically fit into the above categories.	
Attendance and participation (in-class activities)	Other Category 40 - 50%

### **Representative Textbooks and Materials:**

Oxford Picture Dictionary. Adelson-Goldstein, Jayme and Shapiro, Norma. Oxford University Press. 2016 (classic)

World English Intro. 2nd ed. Chase, Rebecca and Milner, Martin and Johannsen, Kristen. Cengage. 2015 (classic)

English in Action, Level 2. Foley, Barbara and Neblett, Elizabeth. Cengage. 2019

Ventures 2. 3rd ed. Bitterlin, Gretchen and Johnson, Dennis and Price, Donna. Cambridge University Press. 2018

Center Stage 2 Student Book. Bonesteel, Lynn and Eckstut, Samuela. Pearson. 2006 (classic)

Instructor prepared materials

Other approved materials