

CATALOG INFORMATION

Dept and Nbr: CSKLS 313      Title: FOUNDATION COLL RDG/WRTG  
Full Title: Foundations of College Reading and Writing  
Last Reviewed: 11/4/2013

Units		Course Hours per Week		Nbr of Weeks	Course Hours Total	
Maximum	7.00	Lecture Scheduled	6.00	17.5	Lecture Scheduled	105.00
Minimum	7.00	Lab Scheduled	0	17.5	Lab Scheduled	0
		Contact DHR	3.00		Contact DHR	52.50
		Contact Total	9.00		Contact Total	157.50
		Non-contact DHR	0		Non-contact DHR	0

Total Out of Class Hours: 210.00

Total Student Learning Hours: 367.50

Title 5 Category: AA Degree Non-Applicable  
Grading: Grade or P/NP  
Repeatability: 00 - Two Repeats if Grade was D, F, NC, or NP  
Also Listed As:  
Formerly: CSKL 350E

**Catalog Description:**  
This course provides instruction in reading and writing skills and strategies in preparation for the next course of the English Pathway and other college courses at that level.

**Prerequisites/Corequisites:**  
Qualifying English Placement Test score; OR Completion of CSKLS 312 or CSKLS 318

**Recommended Preparation:**

**Limits on Enrollment:**

**Schedule of Classes Information:**  
Description: This course provides instruction in reading and writing skills and strategies in preparation for the next course of the English Pathway and other college courses at that level. (Grade or P/NP)  
Prerequisites/Corequisites: Qualifying English Placement Test score; OR Completion of CSKLS 312 or CSKLS 318  
Recommended:

Limits on Enrollment:

Transfer Credit:

Repeatability: Two Repeats if Grade was D, F, NC, or NP

## **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:**

Not Certificate/Major Applicable

## **COURSE CONTENT**

### **Outcomes and Objectives:**

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

1. Use the dictionary in its print form and as an online tool.
2. Infer word meanings from context.
3. Distinguish between general and specific ideas.
4. Identify topics, main ideas, and supporting details.
5. Analyze and describe organizational patterns such as sequence, definition and example, comparison, and cause and effect.
6. Interpret figurative language in a variety of materials, including fiction, nonfiction, poetry, and non-print media.
7. Identify and apply appropriate reading strategies to main genres of literature, as well as textbooks and online sources.
8. Apply rules for commas, apostrophes, semicolons, end punctuation, and quotations.
9. Use the correct pronoun form in compound constructions and possessive case.
10. Use standard verb forms for tense and agreement.
11. Use a variety of correctly punctuated simple, compound, and complex sentences in their writing.
12. Use a variety of prewriting techniques such as brainstorming, free-writing, clustering, and journaling to develop ideas for writing.
13. Write a paragraph with a topic sentence and supporting details in logical order.
14. Recognize the distinguishing elements of introductory, body, and concluding paragraphs in essays, articles, and reports.
15. Use Microsoft Word and follow basic Modern Language Association (MLA) format for academic writing.
16. Use the Internet to access main library resources, class web pages, and college information.

### **Topics and Scope:**

## **WRITING SKILLS**

Order of topics may vary and will be integrated with reading and composition assignments.

- I. Introduction to college paper presentation
  - A. Microsoft Word, including spell-check
  - B. Basic Modern Language Association (MLA) format
- II. Capitalization rules as applicable to academic writing
  - A. Abbreviations, quotations, titles
  - B. Proper nouns and adjectives
- III. Parts of speech and of the sentence
  - A. Nouns and pronouns
  - B. Verbs, auxiliary verbs, linking verbs
  - C. Prepositions and prepositional phrases
  - D. Adjectives and adverbs
  - E. Subjects, predicates, objects
- IV. Sentence Combining
  - A. Identifying fragments and simple sentences
  - B. Compound sentences
    - 1. Correct use of conjunctions, commas, semicolons, and transition words
    - 2. Correcting run-on sentences and comma splices
  - C. Complex sentences and comma use
    - 1. Subordinating conjunctions
    - 2. Relative clauses
  - D. Using a variety of sentences
- V. Direct and indirect quotations
  - A. Correct punctuation and capitalization
  - B. Differences in wording between direct and indirect
- VI. Apostrophes
  - A. Singular and plural possessives
  - B. Commonly confused contractions and possessives (it's/its, etc.)
- VII. Pronoun case and usage
- VIII. Verbs
  - A. Standard and irregular verb forms and usage
  - B. Subject-verb agreement

#### WRITING (minimum 2000 words)

- I. Prewriting and organizing techniques
  - A. Brainstorming
  - B. Mapping
  - C. Freewriting
  - D. Other techniques
- II. Basic essay structure, descriptive and narrative
  - A. Introduction
  - B. Body
  - C. Conclusion
- III. Basic academic writing forms
  - A. Summary
  - B. Reading response
  - C. Journal
  - D. Basic research summary

#### STUDENT SUCCESS SKILLS

Topics will be integrated with reading and writing assignments.

- I. Accessing and using college resources for academic and personal support (counseling, health

services, labs, library, tutorial centers, instructor consultation)

## II. Applying effective study strategies

- A. Pre-reading strategies (questioning, skimming, identifying main topics, etc.)
- B. Highlighting and note-taking
- C. Graphic organizers
- D. Outlining
- E. Test-taking strategies
- F. Study groups and other support strategies

## READING STRATEGIES

### I. Reading actively and critically

- A. General and specific ideas
- B. Topics and topic sentences
- C. Stated and implied main ideas
- D. Major and minor supporting details
- E. Inferences and conclusions
- F. Predictions
- G. Organizational patterns (sequence, definition and example, comparison and contrast, cause and effect)

### II. Vocabulary building

- A. Dictionary use (spelling, syllabification, definitions, synonyms, pronunciation, parts of speech, word origins, and usage labels)
- B. Contextual clues (example, synonym, antonym, general sense)
- C. Word elements (prefix, suffix, root)

### III. Approaches to reading literature

- A. Literary genres (fiction, nonfiction, short story, essay, news articles, novel, biography, poetry)
- B. Fiction terminology (characterization, setting, dialogue, plot, narrative point of view, theme)
- C. Nonfiction
  - 1. Fact versus opinion
  - 2. Reporting versus essay
  - 3. Identifying author's bias

### IV. Using Internet and database searches

- A. SRJC Library website and resources
- B. Reliability of sources
- C. Summarizing researched information
- D. Avoiding plagiarism

## Assignment:

## WRITING

- 1. Weekly sentence skills exercises (punctuation, sentence structure, grammar)
- 2. Weekly journal assignments in response to reading
- 3. At least three total 2-3 page narrative and descriptive essays (minimum 2 drafts each) on topics related to course reading
- 4. Prewriting and organizing activities in preparation for drafting essays
- 5. Response group activities
- 6. Research assignment on topic related to class readings using SRJC Library databases or instructor-selected sources; written summary and optional oral presentation
- 7. 5-8 quizzes on writing mechanics
- 8. Part 1 of final exam with proofreading and original writing

## READING

1. 20-30 pages of reading per week from assigned novel, nonfiction book, short stories, articles, or other literature
2. Weekly activities on reading strategies, vocabulary, and interpretation techniques
3. Class and small-group discussions on assigned readings
4. Oral and/or visual presentations related to assigned reading
5. Quizzes every 1-2 weeks on reading strategies and content of assigned readings
6. Part 2 of final exam with application of reading strategies

## LAB

1. Interactive exercises and quizzes in vocabulary building, reading strategies, interpretation of non-print media, and critical thinking
2. Online exercises in punctuation, grammar, and sentence structure
3. Practice with Microsoft Word and basic MLA format
4. Internet and database searches
5. Word-processing of summaries, responses, and essay assignments
6. Individual consultation with instructor (optional)

### 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.

Journals, sentence skills exercises, essays, research summary

Writing  
40 - 45%

**Problem Solving:** Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.

Exercises on reading strategies and interpretation, group activities, lab assignments

Problem solving  
5 - 10%

**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, tests, final exam: Multiple choice, true/false, short answer, completion, essay

Exams  
40 - 50%

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

Attendance and participation, oral/visual presentations, lab assignments	Other Category 5 - 10%
--	---------------------------

**Representative Textbooks and Materials:**

Sentence Skills, A Workbook for Writers, 9th ed., John Langan, Townsend Press, 2010

Grammar and Writing Review (custom textbook), McGraw-Hill, 2011

Instructor-prepared materials

**Representative Literature (all classic):**

The House on Mango Street, Sandra Cisneros, Vintage Publishing, New York, 1991

The Color of Water, James McBride, Riverhead Books, New York 1997

The Secret Life of Bees, Sue Monk Kidd, Penguin Books, New York, 2002

The Absolutely True Diary of a Part-Time Indian, Sherman Alexie, Little, Brown, and Co., New York, 2007

City of Thieves, David Benioff. Penguin Group, Viking. New York. 2008