## ADLTED 570.1 Course Outline as of Spring 2019

# **CATALOG INFORMATION**

Dept and Nbr: ADLTED 570.1 Title: WRITING/READING IMPRVMT Full Title: Writing and Reading Improvement for Test Preparation Last Reviewed: 2/26/2018

Units		Course Hours per Week	I	Nbr of Weeks	<b>Course Hours Total</b>	
Maximum	0	Lecture Scheduled	0	9	Lecture Scheduled	0
Minimum	0	Lab Scheduled	2.00	4	Lab Scheduled	18.00
		Contact DHR	0		Contact DHR	0
		Contact Total	2.00		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:	

## **Catalog Description:**

Students will receive supplemental instruction in basic English skills. Supports students needing remediation of basic English reading, writing and essay exam completion.

**Prerequisites/Corequisites:** 

**Recommended Preparation:** 

## **Limits on Enrollment:**

#### **Schedule of Classes Information:**

Description: Students will receive supplemental instruction in basic English skills. Supports students needing remediation of basic English reading, writing and essay exam completion. (Non-Credit Course) Prerequisites/Corequisites: Recommended: Limits on Enrollment: Transfer Credit:

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

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

## 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. Use effective pre-writing, drafting, revising, and editing of writing assignments.
- 2. Read and interpret test questions.
- 3. Apply effective techniques in writing essay exams.
- 4. Complete writing assignments with greater confidence.

## **Objectives:**

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

1. Improve their understanding of and skills in reading, writing, editing, and essay exam completion.

## **Topics and Scope:**

Students will receive instruction in one or more of the following as they work on classroom assignments and test preparation:

Essay Exams

- I. Anticipating exam questions
- II. Reading and analyzing exam questions
- III. Organizing exam material
- IV. Strategies for completing essay exams

## Writing

- I. Brainstorming strategies
- II. Audience and tone
- III. Narrowing a topic
- IV. Broadening a topic
- V. Essay organization patterns
  - A. Narrative
  - B. Descriptive

- C. Cause and effect
- D. Compare and contrast
- E. Analysis/Synthesis
- F. Argument
- VI. Introductory devices
- VII. Concluding the essay
- VIII. Style
  - A. Vocabulary
  - B. Figurative language
  - C. Avoiding wordiness and redundancy
- IX. Editing and revision
  - A. Formatting
  - B. Creating a title

## Assignment:

Students will independently complete and revise assignments for basic English and other classes, with assistance from instructors who are available for individual tutorials.

Representative Assignments:

- 1. Lab projects related to English or HSE composition courses
- 2. Writing and revising compositions
- 3. Writing and revising summary and response papers
- 4. Reading and analyzing assignments
- 5. Basic grammar, punctuation, and spelling tutorials
- 6. Practice essays exams

## 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.

None

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

None

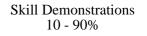
**Skill Demonstrations:** All skill-based and physical demonstrations used for assessment purposes including skill performance exams.

Complete and revise assignments; practice essay exams

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

Writing 0 - 0%	

Problem solving	
0 - 0%	



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

Attendance and participation

# **Representative Textbooks and Materials:** Instructor prepared materials

Ex	ams
0 -	0%

Other Category 10 - 90%