

EMLS 713 Course Outline as of Fall 2024**CATALOG INFORMATION**

Dept and Nbr: EMLS 713 Title: NC EMLS LOW BEGIN

Full Title: Noncredit Low-Beginning English

Last Reviewed: 10/27/2025

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 713

Catalog Description:

In this course, students will develop English language skills to function independently in everyday situations. This class is for noncredit, low-beginning English language learners.

Prerequisites/Corequisites:**Recommended Preparation:****Limits on Enrollment:****Schedule of Classes Information:**

Description: In this course, students will develop English language skills to function independently in everyday situations. This class is for noncredit, low-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:

AS Degree:	Area	Effective:	Inactive:
CSU GE:	Transfer Area	Effective:	Inactive:

IGETC:	Transfer Area	Effective:	Inactive:
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CSU Transfer:	Effective:	Inactive:
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UC Transfer:	Effective:	Inactive:
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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. Read and interpret simple passages and reading materials needed in daily life.
2. Compose a series of related sentences on a familiar topic and fill out simple forms.
3. Demonstrate level-appropriate listening and speaking skills needed to communicate in real-life settings at school, work and in the community.
4. Demonstrate basic study skills needed in school environments.

Objectives:

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

1. Identify the main idea in a reading passage on a familiar topic.
2. Use reading strategies to determine the meaning of new words in familiar contexts.
3. Use level-appropriate prewriting skills to brainstorm and group ideas on familiar topics.
4. Use basic verb tenses and simple conventions of writing and punctuation to write a series of related sentences on a familiar topic and fill out basic forms.
5. Initiate and conduct a simple conversation or interview with an employer, medical provider or school official at a basic level.
6. Identify personal and vocational goals for learning English.
7. Use appropriate pronunciation to communicate at a basic level at work, school and in the community.
8. Demonstrate appropriate academic and study skills required in school settings.
9. Demonstrate culturally appropriate behaviors, both in class and out.

Topics and Scope:

I. Listening and Speaking Skills

- A. Basic speaking and listening skills needed to communicate in a variety of social contexts including community and/or vocational settings using level-appropriate grammar:
 1. giving personal information about self and family
 2. following directions
 3. stating job skills

4. explaining an absence
 5. making an appointment
 6. requesting information
 7. stating health needs
 8. sharing preferences
 9. sharing personal and vocational goals for learning English
- B. Vocabulary development related to daily and cultural life that may include family, friends, neighborhood, work, shopping, housing and community resources using level appropriate grammar
- C. Pronunciation skills
1. recognize and produce problematic vowel and consonant sounds (such as final -s, final -ed, b/v, sh/ch)
 2. phonemic awareness; voiced and unvoiced consonants and minimal pairs
 3. use of appropriate syllable stress (pronunciation of numbers, months, days, etc.)
 4. sound/spelling patterns

II. Reading Skills

- A. Basic pre-reading skills including skimming and scanning
- B. Main ideas and related details in simple fiction and nonfiction reading passages
- C. Short narratives and simplified materials (e.g., calendars, schedules, charts and brochures) related to work, school, home and the community
- D. Vocabulary-building strategies including the use of contextual clues to determine the meaning of unfamiliar words
- E. Alphabetizing and using a picture dictionary
- F. Spelling patterns

III. Writing Skills

- A. Process writing: brainstorming, categorizing, drafting, revising and editing at a basic level
- B. Short, controlled writings consisting of 3-5 related sentences on familiar topics related to daily life, personal experiences and family stories
- C. Vocabulary development, including synonyms, antonyms and other descriptive language
- D. Simple forms and materials related to school, work and the community
- E. Verb tenses and language structures needed to write simple sentences on topics related to school, work and the community may include:
 1. simple present tense
 2. present continuous
 3. simple past tense
 4. future tense
 5. common modals
 6. like + infinitive
 7. there is/there are
 8. singular and plural nouns
 9. prepositions
 10. personal and possessive pronouns
 11. question formation
 12. requests

IV. Academic Skills

- A. Group work
- B. Organizational skills (organizing a binder, making a study calendar)
- C. Study skills
- D. Basic classroom vocabulary, commands and instructions

V. Cultural Skills

- A. Culturally appropriate norms of interviews and conversation (formal and informal)
- B. Reading, writing and speaking about cultural similarities and differences

VI. Vocational Skills

Topics may include:

- A. Articulating job skills and activities
- B. Applications and other simple forms
- C. Emergency and safety signs and warnings
- D. Work schedules
- E. Calling in sick
- F. Giving and following basic directions, both orally and in writing
- G. Asking for clarification
- H. Requesting and offering assistance
- I. Knowing your rights at work

Assignment:

This course will emphasize student-centered activities designed to develop reading, writing, listening, speaking and pronunciation skills.

I. In-class work, such as:

- A. Vocabulary building exercises
- B. Pair and group activities
- C. Role plays
- D. Surveys and interviews
- E. Problem-solving activities in small groups
- F. Language experience stories
- G. Response to stories on themes related to real-life situations
- H. Objective exams and quizzes
- I. Oral and written descriptions from pictures and real-life situations
- J. Use of technology such as the Internet, ESL websites and software to improve reading, listening, vocabulary, spelling, conversation and pronunciation skills

II. Objective exams, quizzes, and final exam

III. Written Homework, such as:

- A. Surveys and interviews
- B. Reading exercises
- C. Grammar exercises

IV. Independent Work (ungraded):

- A. Request information from school and community resources
- B. Reading signs, labels, bumper stickers and other examples of environmental print
- C. Individual recordings using voicemail
- D. 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%

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

None

Problem solving
0 - 0%

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.

Objective exams, quizzes, and final examination

Exams
10 - 20%

Other: 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:

Stand Out 1. 3rd ed. Jenkins, Rob and Johnson, Staci. National Geographic. 2016 (classic)

Touchstone 1. 2nd ed. McCarthy, Michael and McCarten, Jeanne and Sandiford, Helen.

Cambridge University Press. 2014 (classic)

English in Action, Level 1. 3rd edition. Foley, Barbara and Neblett, Elizabeth. Cengage. 2019

Center Stage 1 & Practice Book. Frankel, Irene. Pearson. 2007 (classic)

Ventures 1. 3rd ed. Bitterlin, Gretchen and Johnson, Dennis and Price, Donna. Cambridge University Press. 2018

Basic Oxford Picture Dictionary. 2nd ed. Gramer, Margot. Oxford University Press. 1996 (classic)

The New Grammar in Action 1. Neblett, Elizabeth and Foley, Barbara. Cengage. 1998 (classic)

Instructor prepared materials

Other approved materials