BRITISH COLUMBIA INSTITUTE
OF TECHNOLOGY

COURSE NAME: Introduction to BCIT for Students of English as an Additional Language

COURSE NUMBER: Comm 0004 **DATE:** Mon/Wed: Jan. 10 to Mar. 23

TAUGHT TO: Pre-entry

DEPARTMENT: Communication

TERM: Winter 1994   **HRS/WK:** Eight   **CREDITS:** N/A

NO. OF WEEKS: Eleven   **TOTAL HOURS:** Eighty-eight

INSTRUCTOR: Patti Derow

OFFICE: SW 3765   **OFFICE HOURS:** By Appointment

COURSE DESCRIPTION

If your first language is not English, and your language skills need upgrading before you can enrol in COMM 0005, this course is for you. It includes the speaking, listening, writing, and reading skills needed to carry out writing and speaking tasks in COMM 0005 and in other BCIT courses. In this course, you will learn about the programs offered at BCIT. As you read, write, and talk about these programs, you'll cover areas such as classification, cause and effect, comparison and contrast, and process descriptions. Classes will include lessons on specific grammatical structures; follow-up activities include the reading, speaking, writing, and listening tasks requiring the use of these structures. A grade of 65% in this course meets the prerequisite for COMM 0005.

COURSE GRADING

Writing assignments	40%
Speaking skills	15% (5% class reporting, 10% oral presentation)*
Midterm Exam	15%
Final Exam	30%

* The class reporting mark (5%) is based on short oral reports you will give to explain your group's answer to exercises done in each class. You will be called upon to report at least once a week.

* The oral presentation mark (10%) is based on a 3 - 5 minute individual presentation you will give on a topic related to BCIT.

COURSE MATERIALS

1. Course Text: BCIT full time calendar

2. Reference text: English to English dictionary
   (I strongly recommend you bring this dictionary to each class if you want to improve your spelling, vocabulary and comprehension).

3. You will need a 3 ring binder to keep handouts and exercises given in the class.

LEARNING OUTCOMES

By the end of this course, you should be able to speak, listen, read and write at a level which will allow you to proceed into Communication 0005.

Therefore, you should be able to:

-summarize, plan, edit and write simple paragraphs on topics related to BCIT
-summarize text by using graphics
-speak clearly and understandably, using English structure on a topic related to BCIT
-plan, prepare and deliver a simple oral presentation
-simplify and reword difficult text or language

In order to achieve these objectives, you will learn to:

-brainstorm information
-draw and describe classification trees, flow charts, graphs and charts
-define terms
-sequence items
-compare and contrast information
-edit and proofread

COURSE ASSIGNMENTS

You will write a minimum of 11 graded assignments for this course. All of these will be done in the class. In addition, you will be given homework from time to time to help you practice the skills you learn in class. Anyone wanting extra practice should see me about additional homework.

IN-CLASS EDITING

We will spend the first part of each class editing student writing. Additionally, you will often proofread and edit classmate's writing as part of the class work.

CLASS SCHEDULE

CLASS	TOPIC	LANGUAGE SKILL	STRUCTURE
1 2	Diagnostic Getting to know the class	 CLASSIFYING	-linking & passive sentences -classification vocabulary
3 4	Orientation to BCIT Admission to BCIT	DESCRIBING SEQUENCING	-simple present tense -conjunctions - -sequencing phrasing -Instructions
5 & 6	Business Technology	COMPARING AND CONTRASTING	-conjunctions -Like, As... -articles -quantifiers -complex sentences
7 8	Computer Technology	DEFINING TERMS INTERPRETING DATA DRAWING CONCLUSIONS	-adjective clauses -phrases of function and appearance -subject/verb agreement -conjunctive adverbs
9, 10	Engineering and Trades	DESCRIBING A PROCESS	-linking words and phrases
11 12 & 13	Midterm Exam Study Skills	 REVIEWING EVALUATING	-reviewing all language skills learned to date

14 15	Health Technology	GENERALIZING CAUSE & EFFECT SUMMARIZING MAKING PREDICTIONS	-sentence structure -fragments & run-ons -punctuation
16 17	Employment	EVALUATING JUSTIFYING PREFERENCES	-parallelism -expressions of opinion
18 & 19 20	Oral Presentations	SPEAKING TO A GROUP JUDGING & RECOMMENDING	-pronunciation -stress/intonation -phrases of suggestion -modals -conditional tense
21 22	Review Final Exam		-review of all language structures learned

ACTIVITIES

Activities you will do in order to learn the language skills include:

-**classifying** the schools of BCIT

-**surveying** and **describing** your classmates

-**interpreting** charts and graphs of your survey

-**making generalizations** from your survey

-**sequencing** the steps of registering for Comm 005

-**comparing** and **contrasting** programs at BCIT

-**reviewing** your exam performance and setting study objectives

-**editing** other students' work

-**evaluating** job opportunities for graduates of different BCIT programs

-**presenting** an individual, 10-minute oral **explaining** how to operate a simple piece of equipment

-**assessing** and **giving feedback** on your classmates' oral presentations