

BRITISH COLUMBIA INSTITUTE OF TECHNOLOGY

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

COURSE NUMBER: Com 0004 (old Com 005)

DATE: Tues/Thurs; Jan. 11 to Mar. 24, 1994

TAUGHT TO: Pre-entry Students

DEPARTMENT: Communication

TERM: Winter 1994

HRS/WK: Eight

CREDITS: N/A

NO.OF WEEKS: Eleven

TOTAL HOURS: Eighty-eight

INSTRUCTOR: Kathy McTaggart

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 COM 0005, this course is for you. It includes the speaking, listening, writing, and reading skills needed to carry out writing and speaking tasks in COM 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, and follow-up activities including reading, speaking, writing, and listening tasks requiring the use of these structures. A grade of 65% in this course meets the requirements for taking COM 0005.

COURSE GRADING

Writing assignments 40%

Speaking skills 15% (10% class reporting, 5% oral presentation)*

Midterm Exam 15%

Final Exam 30%

* The class reporting mark (10%) 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 (5%) is based on a 5-10 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. **Notebook:** 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	TOPIC	LANGUAGE SKILL	STRUCTURE
1	Diagnostic		-linking & passive sentences
2	Getting to know the class	CLASSIFYING	-classification vocabulary
3	Orientation to BCIT	DESCRIBING	-simple present tense -conjunctions
4	Admission to BCIT	SEQUENCING	-sequencing phrasing -Instructions
5 & 6	Business Technology	COMPARING AND CONTRASTING	-conjunctions -Like, As... -articles -quantifiers -complex sentences
7	Computer Technology	DEFINING TERMS	-adjective clauses -phrases of function and appearance
8		INTERPRETING DATA DRAWING CONCLUSIONS	-subject/verb agreement -conjunctive adverbs
9, 10	Engineering and Trades	DESCRIBING A PROCESS	-linking words and phrases
11	Midterm Exam		-reviewing all language skills learned to date
12 & 13	Study Skills	REVIEWING EVALUATING	
14 15	Health Technology	GENERALIZING CAUSE & EFFECT SUMMARIZING MAKING PREDICTIONS	-sentence structure -fragments & run-ons -punctuation
16	Employment	EVALUATING	-parallelism
17		JUSTIFYING PREFERENCES	-expressions of opinion
18 & 19 20	Oral Presentations	SPEAKING TO A GROUP JUDGING & RECOMMENDING	-pronunciation -stress/intonation -phrases of suggestion - modals -conditional tense
21	Review		-review of all language structures learned
22	Final Exam		

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 Com 0004
- 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