



COURSE OUTLINE
Palo Verde College
 One College Drive, Blythe, CA 92225
 (760) 921-5500

Latest Revision: 11-10-04

Board Approval: 11/23/04

1. Course Information. Course Initiator: ELVA CHAVEZ

Subject Area and Course Number: ABE 069		Course Title: VOCATIONAL CONVERSATIONAL SPANISH®			
New Course <input type="checkbox"/> Revised <input checked="" type="checkbox"/> Updated <input type="checkbox"/>		Static ID C06900	TOP Code 1101.00	Credit Status Request Noncredit	
Classification Code I=Occupational Education		SAM Code C=Clearly occupational		Course prior to college level Y=Not applicable	
Noncredit category I=Short-term vocational		Meets a unique need: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Course duplicated: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Demand/Enrollment Potential: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Transfer request C=Non-transferable		Articulation request: UC <input type="checkbox"/> CSU <input type="checkbox"/> CSU-GE <input type="checkbox"/> IGETC <input type="checkbox"/> CAN <input type="checkbox"/>			

2. Some or all aspects of this course may be delivered in a Distance Education mode: Yes No
 If checked yes, all questions pertaining to Distance Education must be answered.

3. This course has laboratory or clinic/field hours: Yes No
 If checked yes, this outline must include a list of laboratory or clinic/field activities or topics.

4. This course has prerequisites, co-requisites, or advisories: Yes No
 If checked yes, please complete a [Prerequisite Justification Form](#).

5. Curriculum Committee Approval Date: 11/10/04

6. After Curriculum Committee approval, the following is to be completed by the Office of Instruction:

TRANSFER APPROVAL STATUS	ARTICULATION APPROVAL STATUS					
Approval Pending	Not Requested	Date of Submission	Approval Pending	Approval Denied	Date Approved	
UC	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		
CSU	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		
CSU-GE	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		
IGETC	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		
CAN	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		

CATALOG DESCRIPTION:

This course is designed to teach Spanish in the vocational setting. It teaches specific terminology related to vocations, the use of related and specified phrases and sentences, and enables the speaker to communicate necessary sentences for employee application. This course is repeatable.

UNITS:

FACE TO FACE: **Hours Per Week:** **Lecture: 4 Laboratory: 14 Clinic/Field:**

DISTANCE EDUCATION:

ENTRY LEVEL SKILLS, PRE-REQUISITES, CO-REQUISITES AND ADVISORIES:

None

OBJECTIVES and LEARNING OUTCOMES:

Upon successful completion of the course the student will be able to:

1. Apply vocabulary necessary to communicate needs to non-English speaking employees.
 2. Use vocabulary in specific sentences and phrases directly related to job application.
 3. Apply certain grammatical principles and usage to specific tasks given in Spanish language
 4. Successfully communicate vocational expectations to new and veteran employees.
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COURSE OUTLINE AND SCOPE:

1. Outline of Topics or Content:

- A. Vocabulary development applied to specific vocation being engaged in.
- B. Sentences, phrases, and idioms applied to specific vocation.
- C. Basic grammatical principles related to giving commands and instructions in specific vocation.

2. If a course contains laboratory or clinic/field hours, list activities or topics:

See above.

3. Examples of Reading Assignments:

Read textbook and teacher handouts.

4. Examples of Writing Assignments:

N/A

5. Appropriate Assignments to be completed outside of class:

Practice speaking Spanish, practice pronunciation.

6. Appropriate Assignments that demonstrate critical thinking:

N/A

7. Other Assignments:

Group Discussion and Vocabulary Practice

8. Indicate any assignments that are unique to the Distance Education mode of delivery:

N/A

METHOD OF EVALUATION—FACE TO FACE:

Attendance and Participation.

METHOD OF EVALUATION—DISTANCE EDUCATION:

N/A

METHOD OF INSTRUCTION—FACE TO FACE:

Lecture, demonstration, videos, group activities.

METHOD OF INSTRUCTION—DISTANCE EDUCATION:

N/A

REPRESENTATIVE TEXTBOOKS, AND OTHER READING AND STUDY MATERIALS:

This section shall include author(s), title, and current publication date of all representative materials.

Instructor Handouts

SIGNATURES:

COURSE INITIATOR: _____ **DATE:** _____

LIBRARY: _____ **DATE:** _____

CHAIR OF CURRICULUM COMMITTEE: _____ **DATE:** _____

SUPERINTENDENT/PRESIDENT: _____ **DATE:** _____