

COURSE OUTLINE OF RECORD



Palo Verde College

**One College Drive, Blythe, CA 92225
(760) 921-5500**

Course Control Number: 000446326

Course Outline Approval Dates		
	Curriculum Committee	Board of Trustees
Face-to-Face	5/23/13	6/25/13
Correspondence Ed.	NA	NA
Distance Ed.	NA	NA

Course Information. Course Initiator: Maria Elena Gamez

Subject Area and Course Number: NBE 045		Course Title: ESL for Survival English			
New Course <input type="checkbox"/> Revised <input type="checkbox"/> Updated <input checked="" type="checkbox"/>		Static ID C04506		TOP Code 493087	
Classification Code L=Non-Enhanced Funding		SAM Code E=Non-occupational		Credit Status Request N=Noncredit	
Noncredit category A=ESL		Meets a unique need: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Course duplicated: Yes <input type="checkbox"/> No <input checked="" 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"/>			
Basic Skills B=Basic Skills Not Precollegiate		Funding Agency Y=Not Applicable		Demand/Enrollment Potential: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Co-Op Status N=Not Part of a Co-Op Program		Course Program Status 2=Stand-alone			
		Special Class Status N=Course is Not a Special Class			

JUSTIFICATION FOR NEED:

(Briefly describe the primary method used to determine the need for this course. For example, Labor Market Projections from Employment Development Department, employer survey, community or student interest survey, state licensing requirements or mandated certification. A maximum of 4000 characters is allowed.)

This course is a community service for speakers of other languages to prepare them for a better living in the United States.

CATALOG DESCRIPTION:

A short term intensive course in English for speakers with little or no oral or written English competency, mainly for learners whose interest is to learn a level of English that will allow them to function in the U.S. culture. It will teach students the rudiments of English, utilizing such methods as repetitive drills, dialog repetition, etc.

SEMESTER UNITS: 0

Course Length: Lecture: 18 **Laboratory:** **Clinic/Field:**

PRE-REQUISITES, CO-REQUISITES AND ADVISORIES:

If the course has pre-requisites, co-requisites or advisories, list them here and attach a completed Pre-requisite Justification form.

None

COURSE OBJECTIVES:

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

1. Complete introductions, greetings, and partings
2. Give personal information (name, gender, age, marital status, address, etc.)
3. Identify colors
4. Identify different times of day, tell time (both analog and digital), write the time by the hour and half hour, use appropriate greetings, recognize days of the week, months, year, and date.
5. Identify numbers
6. Use basic shopping terms to inquire about a product, purchase a product, and return a product, as well as identify certain information about a label or pricing
7. Identify family members, relationship terms, etc.
8. Identify body parts, simple health issues (headache, stomach ache, chest pain, etc.)
9. Apply conversational skills in various American culture settings
10. Use appropriate verbal expressions in social and workplace settings
11. Understand vowel and consonant phonics
12. Complete simple application forms
13. Make simple apologies, excuse oneself, get another's attention both verbally and non verbally, ask for clarification, repeat and use learned phrases, express gratitude

STUDENT LEARNING OUTCOMES:

Demonstrate new skills, knowledge, and or attitudes by being able to understand the basic needs in the target language and function culturally in the United States.

COURSE OUTLINE AND SCOPE:

1. Outline of topics or content:

Development of oral repetitive skills	20%
Development of identification skills	20%
Development of writing process	20%
Development of vocabulary	20%
Development of listening and recognition skills	20%
TOTAL	100%

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

N/A

3. Examples of reading assignments:

Read newspaper articles, magazines and other reading materials.

4. Examples of writing assignments:

Follow written directions and write simple sentences.

5. Appropriate assignments to be completed outside of class:

Look up information in phone books, newspapers, language dictionary. Watch and listen to social media in target language.

6. Appropriate assignments that demonstrate critical thinking:

Class participation/discussion, individualized oral evaluation

7. Other assignments (if applicable):

Note: Students will be encouraged by instructors of this course to direct themselves to the College's Disabled Students' Programs and Services (DSP&S) department if they believe they have a learning disability.

8. Face-to-Face Course Sections:

Curriculum Committee approved template 11/8/12

Face-to-face education is a mode of delivery in which instruction is delivered in a traditional classroom setting, with instructor and students located simultaneously in the same classroom facility.

a. Describe the methods of instruction.

Lecture
Group activities
Class participation
Audio visual
Discussion
Demonstration

b. Describe the methods of evaluating of student performance.

Class activities
Oral Assignments
Problem solving exercise
Written assignments
Oral evaluation

c. Describe how the confidentiality of the student's work and grades will be maintained.

[Suggested response] Instructors shall make reasonable efforts to protect the confidentiality of students' grades and graded work consistent with practices described in the Family Education Rights and Privacy Act (FERPA).

d. If the course has a lab component, describe how lab work is to be conducted and how student work is to be evaluated.

N/A

9. Correspondence Education Course Sections (correspondence, hybrid correspondence)

Correspondence education is a mode of delivery in which instructional materials are delivered by mail, courier or electronic transmission to students who are separated from the instructor by distance. Contact between instructor and student is asynchronous. **Hybrid correspondence education** is the combination of correspondence and face-to-face interaction between instructor and student.

a. Describe the methods of instruction.

b. Describe the methods of evaluating student performance.

c. Describe how regular, effective contact between the instructor and a student is maintained.

d. Describe procedures that help verify the individual submitting class work is the same individual enrolled in the course section.

e. Describe procedures that evaluate the readiness of a student to succeed in a correspondence or hybrid correspondence course section.

f. Describe how the confidentiality of the student's work and grades will be maintained.

g. If the course has a lab component, describe how lab work is to be conducted and how student work is to be evaluated.

h. If the course requires specialized equipment, including computer and computer software or other equipment, identify the equipment, and describe how it is to be accessed by students.

Note: Students will be encouraged by instructors of this course to direct themselves to the College's Disabled Students' Programs and Services (DSP&S) department if they believe they have a learning disability.

10. Distance Education Course Sections (online, ITV, hybrid)

Online education is a mode of delivery in which all instruction occurs online via the Internet. Student and instructor access to email and the

Internet is required. Students are required to complete class work using email, chat rooms, discussion boards and other instructional online venues. **Interactive television (ITV)** is a mode of synchronous delivery in which instruction occurs via interactive television (closed circuit). **Hybrid** instruction is a combination of face-to-face instruction and online instruction.

- a. Describe the methods of instruction.
- b. Describe the methods of evaluating student performance.
- c. Describe how regular, effective contact between the instructor and a student is maintained.
- d. Describe procedures that help verify the individual submitting class work is the same individual enrolled in the course section.
- e. Describe procedures that evaluate the readiness of a student to succeed in an online, ITV or hybrid course section.
- f. Describe how the confidentiality of the student's work and grades will be maintained.
- g. If the course has a lab component, describe how lab work is to be conducted and how student work is to be evaluated.
- h. If the course requires specialized equipment, including computer and computer software or other equipment, identify the equipment, and describe how it is to be accessed by students.

REPRESENTATIVE TEXTBOOKS AND OTHER READING AND STUDY MATERIALS:

List author, 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: _____