CAPILANO UNIVERSITY

COURSE DESCRIPTION		
TERM: Spring 2023	**COURSE NO:** CDEN 006	
INSTRUCTOR:	**COURSE TITLE:** CDO English Fundamental 6	
OFFICE: **LOCAL:** **E-MAIL:** @capilanou.ca	**SECTION NO(S):**	**CREDITS:** 1.0
OFFICE HOURS:		
COURSE WEBSITE:		

Capilano University acknowledges with respect the Líl̓wat7úl (Lil'wat), xʷməθkʷəy̓əm (Musqueam), shíshálh (Sechelt), Sḵwx̱wú7mesh (Squamish), and Səlílwətaʔ/Selilwitulh (Tsleil-Waututh) people on whose territories our campuses are located.

COURSE FORMAT
This course is offered in blocks of 2 hours per week. This course can be offered in a paced or self-paced format.

COURSE PREREQUISITES/CO-REQUISITES
None

CALENDAR DESCRIPTION
This course will teach students to discuss, summarize, interpret and form opinions about a selected material. The course will prepare students to write expanded, detailed paragraphs with a variety of punctuation and to proofread written work. This course will prepare students for CDEN 031. The course may be offered in both self-paced and paced formats and delivered in various locations in the Capilano region by the Community Development and Outreach Department.

COURSE NOTE
CDEN 006 is equivalent to BENG 006. Duplicate credit will not be granted for this course and BENF 006.

REQUIRED TEXTS AND/OR RESOURCES
Ivits, S. (2015). *BC Reads: Adult Literacy Fundamental English – Course Pack 6*. BC Campus
Ivits, S. (2015) *BC Reads: Adult Literacy Fundamental English – Reader 6*. BC Campus
Kita-Bradley, L (2011) *Active Reader 5.* Grassroots Press
Rogers, S. *Vocabulary Booster Book 3.* Grassroots Press

COURSE STUDENT LEARNING OUTCOMES

On successful completion of this course, students will be able to do the following:

Reading

Learning Outcome *Students will be able to …*	Skills *By achieving this broader outcome, students will demonstrate that they can also …*
1. read and discuss: non-fiction, 7+ paragraph texts (e.g. articles, chapters, webpages, transcripts) including abstract, conceptual or specialized vocabulary	• separate relevant from non-relevant details • identify purpose, logic, validity • identify point of view, plot, main events, indirect characterization
2. read and discuss: 7+ paragraph short stories; poems; songs (e.g. those including figurative language and implicit meaning)	• use form and structure to inform understanding (e.g. rhymes, stanzas, haikus, limericks) • identify themes in poems, songs, fictional stories

Writing

Learning Outcome *Students will be able to …*	Skills *By achieving this broader outcome, students will demonstrate that they can also …*
1. write 8-10 sentence paragraphs using abstract and academic forms (i.e. persuasive argument, formal summary, cause and effect, compare or contrast, advantages or disadvantages)	• differentiate between subject and object pronouns
2. compose self-reflective writings that describe learning experiences	• respond to self-identified learning experiences, concerns, and/or successes by using critical and future-oriented thinking • write concise, purposeful explanations • choose appropriate written register (i.e. colloquial or formal writing)

This course meets the required outcomes in the Adult Basic Education: A Guide to Upgrading in British Columbia's Public Post-Secondary Institutions (An Articulation Handbook) 2021-22. https://www2.gov.bc.ca/assets/gov/education/post-secondary-education/adult-education/abe_articulation_handbook_2021-2022.pdf

COURSE CONTENT

The skills listed below will be taught throughout the curriculum, integrated into the learning context. Students enter the program with different strengths and abilities in English and the curriculum will provides for individualized support and practice.

- Word analysis and vocabulary development
- Reading comprehension
- Reading for enjoyment
- Critical thinking
- Journal writing
- Grammar, sentence variety and punctuation development
- Extended paragraph writing
- Letters
- Writing process
- Summary writing
- Spelling
- Study skills, learning style concepts
- Goal setting
- Word processing, file management
- Internet searches, online video and audio files
- Self-care skills

EVALUATION PROFILE
Credit will be given to those students who demonstrate mastery of the learning outcomes at this level, based on a one on one assessment session with the instructor.

GRADING PROFILE
Credit/No Credit

Incomplete Grades
Not applicable. Students may be assigned "NC" (No credit) if they require more time to finish the course.

Late Assignments
Late assignments will be accepted. Assignments are due at the beginning of the class on the due date listed. If you anticipate handing in an assignment late, please consult with your instructor beforehand.

Missed Exams/Quizzes/Labs etc.
Make-up exams, quizzes and/or tests are given at the discretion of the instructor.
*** Accommodations can be made to honour community needs and traditional practices.

Attendance
Students are expected to attend all classes and associated activities.

English Usage
Students are expected to proofread all written work for any grammatical, spelling, and stylistic errors.

Electronic Devices
Students may use electronic devices during class with instructor approval only.

On-line Communication
Instructors will contact students by phone or text.

UNIVERSITY OPERATIONAL DETAILS

Tools for Success
Many services are available to support student success for Capilano University students. A central navigation point for all services can be found at: https://www.capilanou.ca/student-services/

Capilano University Security: download the CapU Mobile Safety App

Policy Statement (S2009-06)
Capilano University has policies on Academic Appeals (including appeal of final grade), Student Conduct, Academic Integrity, Academic Probation and other educational issues. These and other policies are available on the University website.

Academic Integrity (S2017-05)
Any instance of academic dishonesty or breach of the standards of academic integrity is serious and students will be held accountable for their actions, whether acting alone or in a group. See policy and procedures S2017-05 Academic Integrity for more information: https://www.capilanou.ca/about-capu/governance/policies/

Violations of academic integrity, including dishonesty in assignments, examinations, or other academic performances, are prohibited and will be handled in accordance with the Student Academic Integrity Procedures.

Academic dishonesty is any act that breaches one or more of the principles of academic integrity. Acts of academic dishonesty may include but are not limited to the following types:

Cheating: Using or providing unauthorized aids, assistance or materials while preparing or completing assessments, or when completing practical work (in clinical, practicum, or lab settings), including but not limited to the following:
- Copying or attempting to copy the work of another during an assessment;
- Communicating work to another student during an examination;
- Using unauthorized aids, notes, or electronic devices or means during an examination;
- Unauthorized possession of an assessment or answer key; and/or,
- Submitting of a substantially similar assessment by two or more students, except in the case where such submission is specifically authorized by the instructor.

Fraud: Creation or use of falsified documents.

Misuse or misrepresentation of sources: Presenting source material in such a way as to distort its original purpose or implication(s); misattributing words, ideas, etc. to someone other than the original source; misrepresenting or manipulating research findings or data; and/or suppressing aspects of findings or data in order to present conclusions in a light other than the research, taken as a whole, would support.

Plagiarism: Presenting or submitting, as one's own work, the research, words, ideas, artistic imagery, arguments, calculations, illustrations, or diagrams of another person or persons without explicit or accurate citation or credit.

Self-Plagiarism: Submitting one's own work for credit in more than one course without the permission of the instructors, or re-submitting work, in whole or in part, for which credit has already been granted without permission of the instructors.

Prohibited Conduct: The following are examples of other conduct specifically prohibited:
- Taking unauthorized possession of the work of another student (for example, intercepting and removing such work from a photocopier or printer, or collecting the graded work of another student from a stack of papers);
- Falsifying one's own and/or other students' attendance in a course;
- Impersonating or allowing the impersonation of an individual;
- Modifying a graded assessment then submitting it for re-grading; or,
- Assisting or attempting to assist another person to commit any breach of academic integrity.

Sexual Violence and Misconduct
All Members of the University Community have the right to work, teach and study in an environment that is free from all forms of sexual violence and misconduct. Policy B401 defines sexual assault as follows:

> Sexual assault is any form of sexual contact that occurs without ongoing and freely given consent, including the threat of sexual contact without consent. Sexual assault can be committed by a stranger, someone known to the survivor or an intimate partner.

Safety and security at the University are a priority and any form of sexual violence and misconduct will not be tolerated or condoned. The University expects all Students and Members of the University Community to abide by all laws and University policies, including B.401 Sexual Violence and Misconduct Policy and B.401.1 Sexual Violence and Misconduct Procedure (found on Policy page https://www.capilanou.ca/about-capu/governance/policies/)

Emergencies: Students are expected to familiarise themselves with the emergency policies where appropriate and the emergency procedures posted on the wall of the classroom.