

SAULT COLLEGE
of Applied Arts and Technology
Sault Ste. Marie

COURSE OUTLINE

Communication Skills

ENG 120-3

Revised June, 1981 by B. VanNest

SAULT COLLEGE

of Applied Arts and Technology

443 Northern Ave., P.O. Box 60
Telephone 949-2050
SAULT STE. MARIE, Ontario
P6A 5L3

Communication Skills

Description

The course aims at achieving a standard of reading and writing skills appropriate to College studies. Students will begin the course at a level determined by pre-tests designed to measure reading comprehension, vocabulary development and expository writing skills.

Course Number

ENG 120

Credits

3

Duration

15 weeks

Hours/week

3

Prerequisites

A demonstrated ability to read and write at a beginning post-secondary level.

Summary of Objectives

Upon completion of this course, a student should be able to:

1. Produce well-formed expository paragraphs and accurate summaries.
2. Employ the usual expository techniques in informal short essays.
3. Identify patterns of development in expository prose.
4. Read at a level consistent with post-secondary work.

Texts

Who's Going to Read This Anyway? Matthews & Webb, eds.
Holt, Rinehart and Winston. 1980.

Webster's New World Dictionary, Collins (paperback).

The Least You Should Know About English, Form C, T.F.
Glazier, Holt, Rinehart and Winston. 1981.

Special Requirements

Medium-size classroom; overhead projector; access for one hour to E322 (Reading Lab).

Advanced Credit

Students whose preliminary reading test results and first essay warrant will be granted advanced credit for the course. Students who have completed a relevantly similar course at the post-secondary level should consult the Co-ordinator, Language & Communication and Social Science (ext. 204)

Topics

1. An Introduction to the Language: its History
2. A Review of Fundamentals
3. Vocabulary and Styles of Reading
4. Improving Reading Comprehension
5. Expository Techniques for Reading and Writing
6. Summaries

Wm. Van Nest
Co-ordinator
Language & Communication/
Social Science

May 1981

k1