SAULT COLLEGE
of Applied Arts and Technology
Sault Ste. Marie

COURSE OUTLINE

Communication Skills
ENG 120-3

Revised June, 1981 by B. VanNest
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    Credits
ENG 120            3

Duration        Hours/week
15 weeks          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. Apply 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


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


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

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Language & Communication/
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