

PALOMAR COLLEGE
COURSE OUTLINE OF RECORD FOR
CREDIT COURSE NOT APPLICABLE TO THE A.A. DEGREE

(Use this form only for courses which do not apply to the A.A. Degree)

COURSE NUMBER AND TITLE: Read 11 - Spelling II

UNIT VALUE: 1

MINIMUM NUMBER OF SEMESTER HOURS: 16

BASIC SKILLS REQUIREMENTS: Basic knowledge of English language

ENTRANCE REQUIREMENTS: None

PREREQUISITE: None

COREQUISITE: None

RECOMMENDED PREPARATION: None

SCOPE OF COURSE: An intensive study and application of techniques necessary to improve college-level spelling ability.

SPECIFIC COURSE OBJECTIVES: To provide continued instruction in orthographical skills and proofreading skills on the college level.

CONTENT IN TERMS OF SPECIFIC BODY OF KNOWLEDGE:

1. Review of strategies for
 - a. assimilation
 - b. additive elements
 - c. spelling the schwa
 - d. plurality
 - e. homophones and demons
2. Development of strategies for
 - a. punctuation

- b. capitalization and abbreviation
- c. proofreading

REQUIRED READING: Ehrlich, Eugen. Theory and Problems of Punctuation, Capitalization, and Spelling, 2nd Edition. Heightstown: McGraw-Hill, Inc., 1992

SUGGESTED READING: None

REQUIRED WRITING: Four take-home one page essays demonstrating proficiency in spelling and proofreading strategies.

OUTSIDE ASSIGNMENTS: The student will be required to complete all exercises in the text and individualized assignments for the class. At least four hours per week will be required.

INSTRUCTIONAL METHODOLOGY: Methodology will include in-class lecture as well as individualized class assignments to reinforce strategies, including the use of teacher-made exercises and instructional programs.

Check all that apply:

- lecture
- laboratory
- lecture-laboratory combination
- directed study

DISTANCE LEARNING:

This course may be offered as a distance learning course and meets Title 5 regulations 55370, 55372, 55374, 55376, 55378, and 55380.

Yes No

If yes, check all that apply.

- Television Course (Video one-way, e.g. ITV, video cassette, etc.)
- Online Course (Text one-way, e.g. newspaper, correspondence, electronic file, etc.)
- Two-Way Video Conferencing (Two-way interactive video and audio)
- One-Way Video Conferencing (One-way interactive video and two-way interactive audio)
- Computer Assisted Instruction (A specialized form of mediated instruction relying primarily on student access to information and prepared lessons or teaching materials through a computer terminal, but not under immediate supervision of a qualified instructor.)

GRADING POLICY AND STANDARDS (include methods of determining whether the stated objectives have been met by students):

30% course grade = student will complete a post-test in proofreading with 90% spelling accuracy.

50% course grade = student will submit 4 take-home essays exhibiting 90% spelling accuracy. Three take-home essays (emphasis on accuracy of proofreading)

20% final

IS COURSE REPEATABLE FOR REASON(S) OTHER THAN DEFICIENT GRADE?

Yes No Number of times course may be taken for credit: 2

If yes, identify specific provision of Title 5 Division 2 section(s) 55761-55763 and 58161 which qualifies course as repeatable:

CONTACT PERSON: Melinda Carrillo, Associate Professor, Extension 2570

SIGNATURES ON FILE

NOTE: Some revisions to course outlines of record require Curriculum Committee approval, others may not. Please consult your dean or the Instruction Office if you need assistance.