

Clackamas Community College
Online Course/Outline Submission System

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Section #1 General Course Information**Department:** Skills Development**Submitter**

First Name: **Lisa**
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Course Prefix and Number: ASE - 015**# Credits:** .5**Contact hours**

Lecture (# of hours):
Lec/lab (# of hours): 60
Lab (# of hours):
Total course hours: 60

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Course Title: Basic English**Course Description:**

Review of English fundamentals of grammar, spelling, capitalization, and punctuation. May be repeated up to 1.5 high school credits.

Type of Course: Developmental Education**Can this course be repeated for credit in a degree?****Yes****Up to how many credits can this course be repeated to satisfy a degree requirement?** 1.5

Are there prerequisites to this course?

No

Are there corequisites to this course?

No

Are there any requirements or recommendations for students taken this course?

Yes

Recommendations: None

Requirements: Instructor consent

Will this class use library resources?

Yes

Have you talked with a librarian regarding that impact?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

Pass/No Pass Only

Audit: Yes

When do you plan to offer this course?

Summer

Fall

Winter

Spring

Will this course appear in the college catalog?

Yes

Will this course appear in the schedule?

No

Student Learning Outcomes:

Upon successful completion of this course, students should be able to:

1. demonstrate basic spelling skills,
2. apply basic rules of capitalization and punctuation,
3. write sentences using correct grammar, word usage, and construction,
4. demonstrate ability to write introductory paragraphs via use of mapping techniques, clear topic sentences, and conclusions,
5. organize ideas in writing that clearly communicate purpose and intended audience,
6. edit personal writing to reflect Standard Written English.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Spelling.
2. Capitalization and punctuation.
3. Correct sentences.
4. Introductory paragraphs.
5. Organization.
6. Editing to reflect Standard Written English.

Does the content of this class relate to job skills in any of the following areas:

- | | |
|--------------------------------------|-----------|
| 1. Increased energy efficiency | No |
| 2. Produce renewable energy | No |
| 3. Prevent environmental degradation | No |
| 4. Clean up natural environment | No |
| 5. Supports green services | No |

Percent of course: 0%

First term to be offered:

Next available term after approval