

English 26
Reading Skills for College
Michael van Wyhe
Fall 1999

Office: Humanities Bldg., 54
Office Hours: Monday, Tuesday, and
Thursday 10:00 - 10:50
(other times by appointment)

COURSE OUTLINE AND POLICIES

I. GOAL

All of the assignments and tasks of this course have been designed to help you develop the specific reading skills and abilities that will enable you to deal with college-level reading material more effectively, efficiently, and independently.

II. CONTENT

A. Vocabulary

1. Context
2. Morphology

B. Comprehension

1. Literal
 - a. Subject
 - b. Main idea
 - c. Details
 - d. Patterns of organization
2. Analytical and critical
 - a. Fact and opinion
 - b. Intent
 - c. Attitude and tone
 - d. Bias
 - e. Inferences
 - f. Modes of discourse

C. Reading and study skills (integrated into each unit)

III. MATERIALS

- A. Basic text: Langan, John. *Ten Steps to Advancing College Reading Skills*, third edition. Townsend Press, 1999.
- B. Dictionary: Any good, comprehensive modern English dictionary will suffice, such as *Webster's New World Dictionary*.
- C. Other Three-ring loose-leaf notebook with five labeled dividers and paper (see hand-out on notebook requirements)
Test materials as announced

IV. GRADING AND CREDIT

English 26 is a three-unit course required for graduation. The class is offered on a graded basis with a credit/no credit option. The grades earned on all course work will be combined in a weighted average to determine the final course grade. A percentage point system will be used so that each student may stay apprised of his progress in fulfilling the course requirements. It is every student's responsibility to collect all graded, returned work and maintain an accurate account of all grades on the "Student Grade Record" page of the required notebook. The weighted average will include grades on all work in the following areas. Each of the four areas will constitute 25% of the final course grade.

A. Unit tests and quizzes

Approximately five unit tests will be given throughout the semester.

B. Book reports

Two are required of all students. Much more detailed information about the book reports will be provided later.

C. Daily work

This includes four types of assignments: book report progress deadlines, notebook checks, homework, and class preparation and participation. Approximately eighteen of the homework assignments will be collected for a grade. The average will be determined for two less than the total number of homework assignments collected.

D. Final examination

The final examination will be cumulative. All students must take the final examination to receive credit in the course. Except in unusual cases of illness or family distress, final examinations will be administered only according to the "Spring Finals Schedule," found on page 87 of the *Spring 1999 Reedley College Class Schedule*. The time and date of final examinations will not be changed to accommodate holiday or travel arrangements or employment schedules. Following are the scheduled dates and times of this instructor's sections of English 26 this semester:

8:00 section (schedule no. 80260): December 15, 1999,
8:00 a.m. - 10:00 a.m.

9:00 section (schedule no. 80261): December 17, 1999,
8:00 a.m. - 10:00 a.m.

12:00 section (schedule no. 80264): December 17, 1999,
10:30 a.m. - 12:30 p.m.

V. ATTENDANCE

Regular attendance is required for this class, and each student is responsible for his own attendance and his own work. Regular means that you attend every class, prepare homework before class (not during), read and study assigned work before class, and be prepared to participate by asking questions about that which you don't understand and by answering questions asked of you by the instructor.

Absences from class make progress in reading improvement very difficult. It is always your responsibility to come to class prepared, even after absence. This means you will have to find out what was assigned during your absence before you return to class. Two tardies (arrivals in class after instruction has begun) are equivalent to one absence. If you have five absences by the end of the ninth week, you will be dropped from the course.

Except by pre-arrangement or unusual cases of illness or family distress, late assignments are not accepted. Class begins promptly and work is usually collected at the very beginning of class. Students who arrive late will not be allowed to hand in work after it has been collected from the class. Missing one or two homework assignments because of absence will have no negative effect on your grade. You must be present for all quizzes and tests.

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DROP DEADLINE:
FRIDAY, OCTOBER 15, 1999

If you drop a class during the first three weeks of a semester, no record of that class appears on your transcript. If you drop a class from the fourth to the ninth week of a semester, the class appears on your transcript with a "W" grade. This "W" grade does not affect your grade point average, but it does have a negative effect on your progress standing; if you drop too many classes between the fourth and ninth weeks, you will be placed on progress probation. You may not drop a class after the tenth week of the semester. If you do not drop a class by Friday, October 15, 1999, you will be assigned a letter grade at the end of the semester.

All students should evaluate their positions in this class during or before the ninth week to decide whether it would be in their best interests to drop the class or complete the class. If you are certain you will fail the class, you should drop the class on or before the drop deadline. If you are certain you will pass the class, you should complete the class. If you are not certain whether you will pass or fail the class, you will have to evaluate your position very carefully and make a very important decision. If your position in the class is marginal and you choose to remain in the class, you will have work very diligently to raise and **maintain** your grade for the remaining eight weeks or you will receive a failing grade which will jeopardize your academic **and** progress standing.

In the "general information" section of your English 26 notebook you will have a "Student Grade Record" on which you should record all grades on all your work in this class. This will let you know exactly where you stand in this class at all times. By the ninth week you should have recorded grades for at least three unit tests, eight homework assignments, three book report progress checks, two notebook checks, and the first book report. You will be shown how to average these grades to show your position in the class as of the ninth week. You should then weigh your grade in progress against your personal circumstances to determine whether it would be in your best interests to drop the class by October 15, 1999, or complete the class.