

A. Division: Education & Student Services Date: 1 November, 1990

B. Department: Student Services & Developmental Education New Course:

Revision of Course Information Form: XX

Dated: March 2, 1988

C. DVST 250 D. Writing - Fundamental Level E. 3

Subject & Course No. Descriptive Title Semester Credits

F. Calendar Description:

This course is designed for students with little writing experience who wish to develop their self-expression on paper. The course focuses on writing as a systematic process. Assignments encourage students to move from personal to public forms of writing. Students receive assistance with developing the complexity of their sentence structure and learning how to edit their writing. Assignments and exercises focus on current events and issues that are relevant to the student's lives.

Summary of Revisions:
 (Enter date and Section Revised)
 e.g. 1982-08-25
 Section C,E,F, and R.

1990-11--1
 F, K, O and P

G. Type of Instruction:	Hours Per Week / Per Semester
Lecture	_____ Hrs.
Laboratory	_____ Hrs.
Seminar	_____ Hrs.
Clinical Experience	_____ Hrs.
Field Experience	_____ Hrs.
Practicum	_____ Hrs.
Shop	_____ Hrs.
Studio	_____ Hrs.
Student Directed Learning	_____ Hrs.
Other (Specify) See Q	<u>4</u> Hrs.
Total	<u><u>4</u></u> Hrs.

H. Course Prerequisites:
DVST 100 or permission of instructor

I. Course Corequisites:
None

J. Courses for which this Course is a Pre-requisite:
DVST 350

K. Maximum Class Size:
18

L. College Credit Transfer

College Credit Non-Transfer X

Non-Credit

M. Transfer Credit: Requested Granted

(Specify Course Equivalents or Unassigned Credit as Appropriate)
 U.B.C.
 S.F.U.
 U. Vic.
 Other

D. Marovich
 Course Designer(s)

[Signature]
 Director / Chairperson

[Signature]
 Divisional Dean

P.H. Angus
 Registrar

N. Textbooks and Materials to be Purchased by Student (Use Bibliographic Form)

Students may be required to purchase textbooks.

Complete Form with Entries Under the Following Headings: O Course Objectives; P. Course Content; Q. Method of Instruction; R. Course Evaluation

O. Course Objectives

The aims of this course are for students:

1. to develop confidence and enjoyment from personal writing activities;
2. to gain initial knowledge of and experience using the processes of writing;
3. to gain initial knowledge of and experience in constructing paragraphs;
4. to improve competency in constructing sentences;
5. to improve awareness and control of the conventions of standard written English;
6. to improve awareness and control of the degree of formality suitable for different writing tasks;
7. to demonstrate growth in ability to produce written communication that expresses personal feeling and ideas;
8. to demonstrate growth in ability to write for different purposes and for various audiences;
9. to demonstrate initial competency with constructing multi-sentence paragraphs.

P. Course Content

Where appropriate, students will receive instruction concerning:

Composing processes:

- generating ideas
- accessing information
- setting purpose
- recognizing audience's expectations
- organizing ideas
- planning design
- initial drafting
- obtaining feedback
- evaluating drafts and feedback
- redrafting and revising
- editing for errors
- producing final copy

Grammatical Structures:

- fragments and run-ons.
- simple, compound and complex sentences.
- standard and irregular verb forms
- subject-verb agreement and consistent verb tense.
- standard pronoun reference and agreement.
- modifiers

Punctuation:

- capitals.
- end punctuation.
- commas.
- quotation marks.
- semi-colon, colon, hyphen, dash.

Spelling:

- effective spelling strategies such as phonics, structural analysis, generalizations, sight study.
- common irregularly spelled words.
- a dictionary and other spelling aids.
- homonyms, antonyms and synonyms.
- rules for adding affixes.
- contractions, and abbreviations.

Cont. next page....

Q Method of Instruction

A combination of different instructional methods will be used in order to balance instructional efficiency with individual student needs. Small group instruction, individual assistance (in lab tutorial or scheduled appointments) and student directed learning will be selected where appropriate and possible.

R Course Evaluation

A mastery model of on-going evaluation will be used. A student will have completed the course when he/she has demonstrated through satisfactory completion of exercises and assignments that the course objectives have been achieved.

Progress will be monitored on a regular basis by the instructor in consultation with each student.

The student will be expected to maintain regular attendance and progress and to undertake independent learning as directed. Regular feedback and informal progress reports will be available from the instructor.