

ABSE10 : Basic Writing

General Information

Author:	<ul style="list-style-type: none">Kimberli Perner
Course Code (CB01) :	ABSE10
Course Title (CB02) :	Basic Writing
Department:	ABSE
Proposal Start:	Spring 2025
TOP Code (CB03) :	(4930.60) Elementary Education (Grades 1-8)
CIP Code:	(32.0101) Basic Skills and Developmental/Remedial Education, General.
SAM Code (CB09) :	Non-Occupational
Distance Education Approved:	No
Will this course be taught asynchronously?:	No
Course Control Number (CB00) :	CCC000341103
Curriculum Committee Approval Date:	05/08/2024
Board of Trustees Approval Date:	07/16/2024
Last Cyclical Review Date:	05/08/2024
Course Description and Course Note:	ABSE 10 is a beginning composition course. This course covers the basics of sentence and paragraph composition including mechanics, grammar, and spelling. Laboratory 32 hours. Note: This is a self-paced course in an open-entry, open-exit lab environment. This course is pass/no pass only.
Justification:	Mandatory Revision
Academic Career:	<ul style="list-style-type: none">Noncredit
Author:	

Academic Senate Discipline

Primary Discipline:	<ul style="list-style-type: none">Writing-Basic Skills: Non-Credit
Alternate Discipline:	No value
Alternate Discipline:	No value

Course Development

Basic Skill Status (CB08) Course is a basic skills course. <input type="checkbox"/> Allow Students to Gain Credit by Exam/Challenge	Course Special Class Status (CB13) Course is not a special class. Pre-Collegiate Level (CB21) Not applicable.	Grading Basis <ul style="list-style-type: none">Pass / No-Pass Only Course Support Course Status (CB26) Course is not a support course
--	--	---

Transferability & Gen. Ed. Options

General Education Status (CB25)

Not Applicable

Transferability

Not transferable

Transferability Status

Not transferable

Units and Hours

Summary

Minimum Credit Units (CB07) 0

Maximum Credit Units (CB06) 0

Total Course In-Class (Contact) Hours 32

Total Course Out-of-Class Hours 0

Total Student Learning Hours 32

Credit / Non-Credit Options

Course Type (CB04)

Non-Credit

Noncredit Course Category (CB22)

Elementary and Secondary Basic Skills.

Noncredit Special Characteristics

No Value

Course Classification Code (CB11)

Other Non-Credit Enhanced Funding.

Variable Credit Course

Funding Agency Category (CB23)

Not Applicable.

Cooperative Work Experience

Education Status (CB10)

Weekly Student Hours

	In Class	Out of Class
Lecture Hours	0	0
Laboratory Hours	32	0
Studio Hours	0	0

Course Student Hours

Course Duration (Weeks)	18
Hours per unit divisor	54
Course In-Class (Contact) Hours	
Lecture	0
Laboratory	32
Studio	0
Total	32
Course Out-of-Class Hours	
Lecture	0
Laboratory	0
Studio	0
Total	0

Time Commitment Notes for Students

No value

Units and Hours - Weekly Specialty Hours

Activity Name

Type

In Class

Out of Class

No Value

No Value

No Value

No Value

Pre-requisites, Co-requisites, Anti-requisites and Advisories

Advisory

ESL40 - ENGLISH AS A SECOND LANGUAGE LEVEL 4

- Demonstrate mastery of grammatical structures studied at a level sufficient to pass unit tests and the divisional grammar mastery test for ESL level 4 or equivalent.
- Decode reading passages at the 3,000-word level, identify main ideas and supporting details, make inferences, and summarize short passages.

Entry Standards

Entry Standards

Course Limitations

Cross Listed or Equivalent Course

Specifications

Methods of Instruction

Methods of Instruction Lecture

Methods of Instruction Collaborative Learning

Methods of Instruction Multimedia

Out of Class Assignments

Not applicable.

Methods of Evaluation

Rationale

In-Class Writing Assignment

Sentence and paragraph writing

Activity (answering journal prompt, group activity)

Discussion questions and collaborative work in response to reading assignments

Textbook Rationale

The principles of the GED have not changed over many years, so material is still valid, and publication date is irrelevant.

Textbooks

Author	Title	Publisher	Date	ISBN
Steck-Vaughn	Reasoning Through Language Arts	Orlando: Houghton Mifflin Harcourt	2014	978-054-425-3483
Langan, John	Sentences Skill, A Workbook for Writers	9th ed. Boston: McGraw Hill	2011	007-337-1696

Other Instructional Materials (i.e. OER, handouts)

Description	Instructor generated information with duplicated articles from books and periodicals with copyright permission.
Author	No value
Citation	No value
Online Resource(s)	No value

Materials Fee

No value

Learning Outcomes and Objectives

Course Objectives

Write a grammatically-correct and complete sentence.

Use a variety of sentence structures within a composition.

Write a paragraph which includes a topic sentence and appropriate supporting sentences.

SLOs

Compose grammatically-correct and complete sentences in response to readings.

Expected Outcome Performance: 70.0

<i>ABSE</i> NCR GED Preparation	Compose an organized, personal response five- paragraph essay using standard American usage and grammar.
---------------------------------------	--

<i>ABSE</i> NCR Adult Basic Education	Write and edit complete sentences as well as map, organize, and use examples in creating a paragraph.
---	---

<i>ABSE</i> Core PLOs	Apply the skills that the Common Core Standards have identified for each course.
--------------------------	--

<i>ILOs</i> Core ILOs	Communicate clearly, ethically, and creatively; listen actively and engage respectfully with others; consider situational, cultural, and personal contexts within or across multiple modes of communication.
--------------------------	--

<i>ABSE</i> NCR AHS Diploma	Write logical arguments based on substantive claims, sound reasoning, and relevant evidence.
--------------------------------	--

Apply revision steps to correct capitalization, punctuation and grammar errors.

Expected Outcome Performance: 70.0

<i>ABSE</i> NCR GED Preparation	Compose an organized, personal response five- paragraph essay using standard American usage and grammar.
---------------------------------------	--

<i>ABSE</i> NCR Adult Basic Education	Write and edit complete sentences as well as map, organize, and use examples in creating a paragraph.
---	---

<i>ABSE</i> Core PLOs	Apply the skills that the Common Core Standards have identified for each course.
--------------------------	--

<i>ILOs</i> Core ILOs	Communicate clearly, ethically, and creatively; listen actively and engage respectfully with others; consider situational, cultural, and personal contexts within or across multiple modes of communication.
--------------------------	--

<i>ABSE</i> NCR AHS Diploma	Write logical arguments based on substantive claims, sound reasoning, and relevant evidence.
--------------------------------	--

Additional SLO Information

Does this proposal include revisions that might improve student attainment of course learning outcomes?

No

Is this proposal submitted in response to learning outcomes assessment data?

No

If yes was selected in either of the above questions for learning outcomes, explain and attach evidence of discussions about learning outcomes.

No Value

SLO Evidence

No Value

Course Content

Lecture Content

Sentences (16 hours)

- Verb tenses and subject-verb agreement
- Complete thought
- Sentence patterns and variations
- Clauses
 - Independent
 - Dependent

Grammar (10 hours)

- Capitalization
- Punctuation
- Ending Internal
- Revisions

Paragraphs (6 hours)

- Topic sentences
- Supporting sentences
- Types
- Effectiveness
- Concluding sentences

Total Hours: 32

Additional Information

Is this course proposed for GCC Major or General Education Graduation requirement? If yes, indicate which requirement in the two areas provided below.

No

GCC Major Requirements

No Value

GCC General Education Graduation Requirements

No Value

Repeatability

Repeatable

Justification (if repeatable was chosen above)

Non-credit courses

Resources

Did you contact your departmental library liaison?

No

If yes, who is your departmental library liason?

No Value

Did you contact the DEIA liaison?

No

Were there any DEIA changes made to this outline?

No

If yes, in what areas were these changes made:

No Value

Will any additional resources be needed for this course? (Click all that apply)

- No

If additional resources are needed, add a brief description and cost in the box provided.

No Value