



**READ 0090
COURSE SYLLABUS
Fall Semester 2016 (201712)**

**Semester: Fall 2016
Course Title: Learning Support Reading
Course Number: 0090**

**Instructor: S. Holton, M. Ed.
Office Hours: By Appointment
Office Locations:**

- 326, Main Building, Vidalia
- 1112, Building 1, Swainsboro

Credit Hours / Minutes: 3 / 2250

Email Address: sholton@southeasterntech.edu

Class Locations:

Phone: 478-289-2236

Room 323 – Vidalia Campus

Room 1124 – Swainsboro Campus

Class Meets:

- **CRN: 20082**

Vidalia Campus/Room 323

8:00 a.m. – 9:15 a.m.

Monday & Wednesday

- **CRN: 20080**

Swainsboro Campus/Room 1124

8:00 a.m. – 9:15 a.m.

Tuesday & Thursday

- **CRN: 20091**

Vidalia Campus/Room 323

5:00 p.m. – 7:45 p.m.

Tuesday

REQUIRED TEXT:

No textbook is required for READ 0090; however, you are encouraged to obtain the following text:

Henry, D., (2011). *The Skilled Reader*. Pearson/Longman. New York, NY.

You are required to purchase the *MyReadingLab* – Standalone Access Card from Southeastern Technical College Bookstore or from Pearson.

- Note: Any student who needs tutoring during the semester will be required to purchase the textbook.

REQUIRED SUPPLIES & SOFTWARE:

- *MyReadingLab* – Standalone Access Card – purchased @ the STC bookstore or from the publisher, Pearson
- Access to Internet - if you wish to work on assignments away from the STC campus

- Headset/Earphones - if you wish to have access to *MyReadingLab* audio
- The recommended resolution for *MyReadingLab* is 1280 x 800. Lower resolutions may result in display issues, such as pages being cut off on the right.
- Depending on the content of your site, you may also need to download one or more free plug-ins such as Adobe Reader®, Adobe Flash Play®, or Adobe Shockwave® Player.
- Access to ANGEL and Student Owl Mail

COURSE DESCRIPTION:

This course uses a modular approach to emphasize the strengthening of fundamental reading competencies, vocabulary, comprehension skills, critical reading skills, and content reading skills. Students will progress at their own pace to master each module.

MAJOR COURSE COMPETENCIES:

1. Module 1 – Vocabulary Skills
2. Module 2 - Comprehension Skills
3. Module 3 – Study Skills 1
4. Module 4 – Study Skills 2
5. Module 5 – Content Area Reading Skills
6. Module 6 - Critical Reading Skills

PREREQUISITE(S):

None

COURSE OUTLINE:

Module 1 – Vocabulary Skills

1. Recognize and use word parts to determine word meanings and phonetic symbols and syllables for word pronunciation.
2. Identify synonyms, antonyms, homophones, and homonyms.
3. Use a dictionary effectively.
4. Use context clues to determine word meanings.

Module 2 – Comprehension Skills

1. Identify stated and implied main ideas.
2. Identify supporting details.
3. Identify transition words and phrases and sentences.
4. Identify paragraph patterns, such as time order, examples, series, comparison and contrast, and cause and effect.
5. Differentiate between facts and opinions.
6. Infer meanings and draw conclusions.
7. Exam & interpret graphs, charts, tables, and maps.
8. Identify controlling points or thesis statements of longer passages.

Module 3 – Study Skills 1

1. Develop basic textbook reading skills.
2. Develop effective test taking skills.
3. Compute oral and written directions.

4. Use learning strategies for textbook reading.
5. Develop techniques for locating and organizing information.

Module 4 – Study Skills 2

1. Develop textbook reading skills, which include previewing, reviewing, and annotating, and evaluating.
2. Develop skills, such as outlining, mapping, and summarizing reading passages.
3. Develop reading techniques that help prepare for objective/subjective test taking.
4. Locate information in textbooks, reference materials, and resources including the Internet and GALILEO.

Module 5 - Content Area Reading Skills

1. Develop content area reading skills by reading a variety of materials.

Module 6 – Critical Reading Skills

1. Differentiate between facts and opinions.
2. Infer meanings and draw conclusions.
3. Deduce author's purpose and tone.
4. Interpret metaphors, similes, personification, and analogies.
5. Deduce author's opinion.
6. Formulate author's opinion based on propaganda techniques employed.
7. Evaluate the point and support for an argument.

GENERAL EDUCATION CORE COMPETENCIES:

STC has identified the following general education core competencies that graduates will attain:

1. The ability to utilize standard written English.
2. The ability to solve practical mathematical problems.
3. The ability to read, analyze, and interpret information.

All students pursuing a degree, a diploma, or a Technical Certificate of Credit with a General Education component will be required to pass the General Education Competency Exams prior to graduation.

STUDENT REQUIREMENTS:

READ 0090 is a personalized learning environment and computerized base learning is the primary mode of content delivery. Therefore, student requirements are as follows:

1. Students are expected to complete all assignments required by the Path Builder of the student's *MyReadingLab*.
2. Students are expected to be on task with the assignments while in the *MyReadingLab* classroom.
3. Students should plan to work outside of the *MyReadingLab* classroom in order to complete the modular assignments of the *MyReadingLab* Learning Path.
4. As STC policy states no cell phones usage will be allowed in the classroom. The instructor reserves the right to ask students to exit the classroom when cell phone usage is observed.
5. *MyReadingLab* pre-tests and post-tests must be taken on campus in the *MyReadingLab*

classroom with the instructor present.

6. No notes or other material may be used during the *MyReadingLab* pre-tests or post-tests.
7. Students must complete any *MyReadingLab* pre-test or *MyReadingLab* post-test in one class session without interruption and in the presence of the instructor or assigned designee.
8. Students will meet with the instructor to discuss the results of their personal Learning Path Manager results.
9. Should any component of this course need to be altered during the semester, students will receive oral and written communication.

EXIT EXAM:

No exit exam is required in READ 0090.

ATTENDANCE GUIDELINES: Learning Support

Class attendance is a very important aspect of a student's success. Being absent from class prevents students from receiving the full benefit of a course and also interrupts the learning process. Southeastern Technical College considers both tardiness and leaving early as types of absenteeism. Responsibility for class attendance rests with the student. Regular and punctual attendance at all scheduled classes is required for student success. Students will be expected to complete all work required by the instructor as described in the individual course syllabus.

Instructors have the right to give unannounced quizzes/assignments. Students who miss an unannounced quiz or assignment will receive a grade of 0. Students who stop attending class, but do not formally withdraw, may receive a grade of F and face financial aid repercussions in upcoming semesters.

Instructors are responsible for determining whether missed work may be made up and the content and dates for makeup work is at the discretion of the instructor.

Due to the structure of READ 0090, students whose class meets for 2 classes for 15 weeks will be allowed to miss 3 (2 classes per week X 15 weeks = 30 total classes...10% of 30 classes = 3 missed classes) class sessions without penalty. On the fourth absence, the student will be dropped from READ 0090 by the instructor. The student will receive a grade according to STC's Learning Support Grading Policy. The Learning Support Grading Policy is discussed in Grading Policy.

Students whose class meets for 1 class for 15 weeks will be allowed to miss 2 (1 X 15 = 15 10% of 15 = 1.5) class sessions without penalty. On the third absence, the student will be dropped from READ 0090 by the instructor. The student will receive a grade according to STC's Learning Support Grading Policy.

READ 0090 ATTENDANCE/CLASSROOM POLICY:

READ 0090 is a personalized learning environment; therefore, students may complete the required assignments of their *MyReadingLab* Learning Path at any point during the semester; however, until the assignments are complete, the attendance policy of STC will be enforced.

Students are expected to attend regularly, be in class on time, and to remain in class for the schedule class.

Students will work through the required modules as quickly as academically possible. Refer to the pacing guide attached to this document. Ultimate responsibility for timely completion of READ 0090 required modules fall on the student and will be dependent on the amount of time and effort spent on task in the READ 0090 classroom environment and outside the classroom environment.

Cell phones must be out of site and silenced during class. The classroom should be a quiet environment that is conducive to learning.

SPECIAL NEEDS:

Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact:

- Helen Thomas, Room 108 Vidalia Campus, 912-538-3126 to coordinate reasonable accommodations.

SPECIFIC ABSENCES:

Provisions for Instructional Time missed because of documented absences due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

PREGNANCY:

Southeastern Technical College does not discriminate on the basis of pregnancy. However, we can offer accommodations to students who are pregnant that need special consideration to successfully complete the course. If you think you will need accommodations due to pregnancy, please advise me and make appropriate arrangements with the Special Needs Office.

- Vidalia Campus: Helen Thomas, Room 108, (912) 538-3126.

WITHDRAWAL PROCEDURE:

Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% portion of the semester (date will be posted on the school calendar) must speak with a Career Counselor in Student Affairs and complete a Student Withdrawal Form. A grade of “W” is assigned when the student completes the withdrawal form from the course.

Students who are dropped from courses due to attendance (see your course syllabus for attendance policy) after drop/add until the 65% point of the semester will receive a “W” for the course. Abandoning a course(s) instead of following official withdrawal procedures may result in a grade of 'F' being assigned.

After the 65% portion of the semester, the student will receive a grade for the course. (Please note: A zero will be given for all missed assignments.)

There is no refund for partial reduction of hours. Withdrawals may affect students' eligibility for financial aid for the current semester and in the future, so a student must also speak with a representative of the Financial Aid Office to determine any financial penalties that may be

accessed due to the withdrawal. All grades, including grades of 'W', will count in attempted hour calculations for the purpose of Financial Aid.

Remember - Informing your instructor that you will not return to his/her course does not satisfy the approved withdrawal procedure outlined above.

MAKEUP GUIDELINES (Tests, quizzes, homework, projects, etc...):

READ 0090 is a personalized learning environment; therefore, no makeup guidelines are applicable for this course. Students are expected to complete all components of each assignment.

ACADEMIC DISHONESTY POLICY: The STC Academic Dishonesty Policy states *All forms of academic dishonesty, including but not limited to cheating on tests, plagiarism, collusion, and falsification of information, will call for discipline.* The policy can also be found in the *STC Catalog and Student Handbook*.

Procedure for Academic Misconduct

The procedure for dealing with academic misconduct and dishonesty is as follows:

--First Offense--

Student will be assigned a grade of "0" for the test or assignment. Instructor keeps a record in course/program files and notes as first offense. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus. The Registrar will input the incident into Banner for tracking purposes.

--Second Offense--

Student is given a grade of "WF" for the course in which offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Registrar will input the incident into Banner for tracking purposes.

--Third Offense--

Student is given a grade of "WF" for the course in which the offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Vice President for Student Affairs, or designee, will notify the student of suspension from college for a specified period of time. The Registrar will input the incident into Banner for tracking purposes.

STATEMENT OF NON-DISCRIMINATION:

Southeastern Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, disabled veteran, veteran of Vietnam Era or citizenship status, (except in those special circumstances permitted or mandated by law). This school is in compliance with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin; with the provisions of Title IX of the Educational Amendments of 1972, which prohibits discrimination on the basis of gender; with the provisions of Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap; and with the American with Disabilities Act (ADA).

GRIEVANCE PROCEDURES:

Grievance procedures can be found in the Catalog and Handbook located on STC's website.

ACCESS TO TECHNOLOGY:

Students can now access Blackboard, Remote Lab Access, Student Email, Library Databases (Galileo), and BannerWeb via the mySTC portal or by clicking the Current Students link on the STC website at www.southeasterntech.edu.

GRADING POLICY

Test, Quizzes, and Homework are components of the *MyReadingLab* and will be combined to calculate the final grade for READ 0090. The *MyReadingLab* updates the average at the completion of each assignment.

Grading Policy:

1. To earn a passing grade AND to exit READ 0090, students must complete all assignments required in their *MyReadingLab* Path Builder. Students must score 70 or higher on each Mastery Test for each module. Students are encouraged to score, but not required to score, at least 70 on all assignments in each module. Lastly, students are required to score at least 70 on the Reading Intermediate Mastery Skills Check. Students will have multiple attempts to meet the required score; however, the instructor may require assignments in addition to the *MyReadingLab*.

GRADING SCALE

A: 90-100
B: 80-89
C: 70-79
D: 60-69
F: 0-59

TCSG GUARANTEE/WARRANTY

STATEMENT: *The Technical College System of Georgia guarantees employers that graduates of State Technical Colleges shall possess skills and knowledge as prescribed by State Curriculum Standards. Should any graduate employee within two years of graduation be deemed lacking in said skills, that student shall be retrained in any State Technical College at no charge for instructional costs to either the student or the employer.*

2. To earn a grade BUT NOT EXIT READ 0090, students must complete all work through Module 3: Study Skills 1 with a score of 70 or higher on each Mastery Test for each module.

Students must score 70 or higher on each Mastery Test for each of the modules 1 – 3. Students are encouraged to score, but not required to score, at least 70 on all assignments in each module.

3. Students who do not successfully complete all work, with the grades described in Policy 1 or Policy 2, through Module 3 will receive a D* for the READ 0090 Fall semester, and the students will be required to register for READ 0090 Spring semester.

READ 0090
Fall Semester 2016 (201712)
Lesson Plan / Pacing Guide
Personalized Learning Environment

After the week of August 22, 2016, this schedule will change according to the needs of each student. This is a Pacing Guide. If you have questions about your performance or other concerns, please contact the instructor.

Date	Content	Assignments	Comp Area & Gen Ed.
Week 1 8/22/16	<ul style="list-style-type: none"> • Introduction to READ 0090 • Rules & Regulations • Syllabus • Introduction to <i>MyReadingLab</i> • Complete Diagnostic assessment • Review <i>MyReadingLab</i> Learning Path Builder <p>Modules assigned from the <i>MyReadingLab</i> Learning Path Builder</p>	<ol style="list-style-type: none"> 1. STC Policies & Procedures 2. Introduction to READ 0090 – Overview of the course. 3. Explain Personalized Learning 4. Syllabus 5. Diagnostic Assessment 6. Review <i>MyReadingLab</i> Learning Path Builder <p>Complete assignment generated by the <i>MyReadingLab</i> Learning Path Builder</p>	1, 2 A, C
Week 2 8/29/16	Modules assigned from the <i>MyReadingLab</i> Learning Path Builder	Complete assignment generated by the <i>MyReadingLab</i> Learning Path Builder	1, 2 A, C
Week 3 09/05/16	Modules assigned from the <i>MyReadingLab</i> Learning Path Builder	Complete assignment generated by the <i>MyReadingLab</i> Learning Path Builder Monday, September 5, 2016, is Labor Day. Monday classes will not meet.	1, 2, A, C
Week 4 9/12/16	Modules assigned from the <i>MyReadingLab</i> Learning Path Builder	Complete assignment generated by the <i>MyReadingLab</i> Learning Path Builder	1, 2, A, C
Week 5 9/19/16	Modules assigned from the <i>MyReadingLab</i>	Complete assignment generated by the <i>MyReadingLab</i> Learning Path Builder	1, 2 A, C

	Learning Path Builder		
Week 6 9/26/16	Modules assigned from the <i>MyReadingLab</i> Learning Path Builder	Complete assignment generated by the <i>MyReadingLab</i> Learning Path Builder	1, 2, 3,4 A, C
Week 7 10/03/16	Modules assigned from the <i>MyReadingLab</i> Learning Path Builder	Complete assignment generated by the <i>MyReadingLab</i> Learning Path Builder	1, 2, 3, 4, 5 A, C
Week 8 10/10/16	Modules assigned from the <i>MyReadingLab</i> Learning Path Builder	Complete assignment generated by the <i>MyReadingLab</i> Learning Path Builder	1, 2 A, C
Week 9 10/17/16	Modules assigned from the <i>MyReadingLab</i> Learning Path Builder	Complete assignment generated by the <i>MyReadingLab</i> Learning Path Builder	1, 2 A, C
Week 10 10/27/16	Modules assigned from the <i>MyReadingLab</i> Learning Path Builder	Complete assignment generated by the <i>MyReadingLab</i> Learning Path Builder	1, 2, A, C
Week 11 10/31/16	Modules assigned from the <i>MyReadingLab</i> Learning Path Builder	Complete assignment generated by the <i>MyReadingLab</i> Learning Path Builder	1, 2, A, C
Week 12 11/01/16	Modules assigned from the <i>MyReadingLab</i> Learning Path Builder	Complete assignment generated by the <i>MyReadingLab</i> Learning Path Builder	1, 2 A, C
Week 13 11/14/16	Modules assigned from the <i>MyReadingLab</i> Learning Path Builder	Complete assignment generated by the <i>MyReadingLab</i> Learning Path Builder	1, 2, 3, 4 A, C
Week 14 11/21/16	Modules assigned from the <i>MyReadingLab</i> Learning Path Builder	Complete assignment generated by the <i>MyReadingLab</i> Learning Path Builder Wednesday, November 23, 2015, & Thursday, November 24, 20146, are Thanksgiving Holidays. No Wednesday or Thursday classes will meet.	1, 2, 3, 4, 5 A, C
Week 15 11/28/16	Modules assigned from the <i>MyReadingLab</i> Learning Path Builder	Complete assignment generated by the <i>MyReadingLab</i> Learning Path Builder Fall Semester 2016, 201712 ends Thursday, December 1, 2016. Students who have not completed assignments in their MyReadingLab Path Builder will have until 12:00 p.m. on Wednesday, December 7, 2016, to complete the assignments. At 12:00 p.m. access to the <i>MyReadingLab</i> will be	1, 2, 3, 4, 5 A, C

		<p>turned-off. Students will receive the grade earned according to the STC's Learning Support Policy.</p> <p>Students who have not completed ALL the assignments of their <i>MyReadingLab</i> Learning Path will be required to register for READ 0090 for Spring semester.</p>	
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*** Competency Areas**

1. Vocabulary skills
2. Comprehension Skills
3. Study Skills 1
4. Study Skills 2
5. Content Area Reading Skills
6. Critical Reading Skills

****General Core Educational Competencies**

- a) The ability to utilize standard written English.
- b) The ability to solve practical mathematical problems.
- c) The ability to read, to analyze, and to interpret information.

Revised: May 13, 2015 (201516)

Revised: August 08, 2016 (201712)