

**Central Ohio Technical College
Course Description Listing – General Education Courses – Communications – Pre-College Education Courses
2009-2010 Academic Year**

ALL STUDENTS MUST TAKE PLACEMENT TESTS PRIOR TO SCHEDULING THE FIRST COMMUNICATIONS OR MATHEMATICS COURSE.

PCE-1400 Basic Writing Skills

4 credit hours, 5 contact hours (3 hours lecture and 2 hours lab). Prerequisite: None. This course is required of all students scoring below 75 on the COMPASS writing skills test or below 42 on the ASSET writing skills test. Course is not open to students with credit for PCE-1110, PCE-1500, PCE-1501 or PCE-1510. This course will count neither for elective credit nor toward meeting minimum credit hour requirements for graduation. Course is graded A-E.

This course provides the student with the opportunity to strengthen written language skills with emphasis on the writing process, sentence structure, unified paragraphs, word usage, capitalization, punctuation, and spelling.

PCE-1413 Basic College Success Skills

3 credit hours, 3 contact hours (3 hours lecture and 0 hours lab). Prerequisite: None. This course is required of all students scoring below 85 on Compass Reading Skills, or below 44 on ASSET Reading Skills. Course must be taken within student's first 30 hours of enrollment and is strongly recommended as a first-quarter course. Course is not open to students with credit for PCE-1013 or PCE-1015. This course will count neither for elective credit nor toward meeting the minimum credit hour requirements for graduation. Course is graded A-E.

College success skills are those skills that the student must master in order to function and succeed within the structure of college life. Many of these skills will carry over into the world of work. Skills developed in this course include basic organizational techniques such as time management, memory and concentration, prioritizing tasks, and goal setting. Academic skills include identifying individual learning styles, note taking, and test taking skills.

PCE-1423 Basic Reading Skills

3 credit hours, 4 contact hours (2 hours lecture and 2 hours lab). Prerequisite: None; however, this course is required of all students scoring below 85 on the COMPASS reading skills test, or below 44 on the ASSET reading skills test. Course must be taken within student's first 30 hours of enrollment and is strongly recommended as a first-quarter course. Course is graded A-E. This course will count neither for elective credit nor toward meeting the minimum credit hour requirements for graduation. This course is not open to students with credit for PCE-1023.

Critical reading skills necessary for successful use of college level reading materials are the focus of this course. Critical reading and vocabulary building skills covered include: features of textbooks, interpreting graphics, identifying main ideas and supporting details, textbook marking and annotating, vocabulary building, dictionary usage, and reading systems. This course may be taken concurrently with College Success Skills.

PCE-1424 English for Speakers of Other Languages (ESOL) I

2 credit hours, 3 contact hours (1 hour lecture and 2 hours lab). Prerequisite: Self placement or ESL Compass Score of XXXX. This course will count neither for elective credit nor toward meeting minimum credit hour requirements for graduation. Course is graded S/U.

English for Speakers of Other Languages I (ESOL I) focuses on basic sentence structure and the writing process, developing a reflective writing portfolio, and basic reading comprehension skills. ESOL I is a technology assisted instruction course that utilizes a constructivist humanistic methodology in developing basic American English skills required for successful entry into college level technology courses. This course is graded on a Satisfactory/Unsatisfactory basis.

PCE-1425 English for Speakers of Other Languages (ESOL) II

2 credit hours, 3 contact hours (1 hour lecture and 2 hours lab). Prerequisite: Successful completion of PCE-1424 ESOL I or ESL Compass Score of XXXX. This course will count neither for elective credit nor toward meeting minimum credit hour requirements for graduation. Course is graded S/U.

English for Speakers of Other Languages II (ESOL II) focuses on basic sentence structure and the writing process, developing a reflective writing portfolio, and basic reading comprehension skills. ESOL II is a technology assisted instruction course that utilizes a constructivist humanistic methodology in developing basic American English skills required for successful entry into college level technology courses. This course is graded on a Satisfactory/Unsatisfactory basis.