

**BASED 021, 022**

**Basic Skills Course:**  
**Levels I and II**

**Course Syllabus**

**2004-2006**

**Grays Harbor College**  
**Adult Basic Education**

**Includes criteria for:**

**Washington State Core Competencies**

**and**

**General Education Student Outcomes**

## **BASED 021 (Basic Skills I)**

### **I. Course Description:**

This course is designed to develop and improve basic reading, writing, and mathematics skills to students who test within the 0.0 to 1.9 grade levels. This measurement is based on the **TABE (Test for Adult Basic Education)** as well as an **IRI (Informal Reading Inventory)**, and is administered by the instructor. Teaching emphasis will be geared toward achievement of Washington State Core Competencies for Adult Basic Education. These criteria will be met before the student is able to pass into the Basic Skills II level coursework.

### **A. Washington State ABE Core Competencies for Reading:**

The adult learner can read simple material on familiar subjects and comprehend simple and compound sentences in single or linked paragraphs containing a familiar vocabulary. (DL, L, CT, SPR, IU)

### **B. Washington State ABE Core Competencies for Writing:**

The adult learner can write simple notes and messages on familiar situations, but lacks clarity and focus. Sentence structure shows some control of basic grammar (e.g., present and past tense), and consistent use of punctuation (e.g., periods, capitalization). (DL, L, CT, SPR, IU)

### **C. Washington State ABE Core Competencies for Mathematics:**

The adult learner can count, add and subtract three digit numbers, can perform multiplication through 12; can identify simple fractions and perform other simple arithmetic operations. (DL, L, CT, SPR, IU)

\*In addition, the GHC Catalog lists five outcomes of student achievement.

These outcomes will be matched with the Washington State Core Competencies (as listed above) for Adult Basic Education. They are: Disciplined Learning, Literacy, Critical Thinking, Social and Personal Responsibility, and Use of Resources. The Basic Skills I course will work to facilitate and enhance student development in each of these areas.

\*\* This course is also designed to enhance student development of life skills as well as practical application of lessons learned in the academic setting.

## **BASED 022 (Basic Skills II)**

### **I. Course Description:**

This course is designed to develop and improve basic reading, writing, and mathematics skills to students who test within the 2.0 to 3.9 grade levels. This measurement is based on the **TABE (Test for Adult Basic Education)** and is administered through the **ABE/GED** department at Grays Harbor College or the Whiteside Education Center. Teaching emphasis will be geared toward achievement of the Washington State Core Competencies for Adult Basic Education. These criteria will be met before the student is able to pass into Basic Skills III level coursework.

### **A. Washington State ABE Core Competencies for Reading:**

The adult learner can read simple material on familiar subjects that have a simple and clear underlying structure (e.g., clear main idea, chronological order); can use context to determine meaning; and interpret actions required in specific written directions. (DL, L, CT, SPR, IU)

### **B. Washington State ABE Core Competencies for Writing:**

The adult learner can write simple paragraphs with main idea and supporting detail on familiar topics (e.g., daily activities, personal issues) by recombining learned vocabulary and structures; can self- and peer- edit for spelling and punctuation errors. (DL, L, CT, SPR, IU)

### **C. Washington State ABE Core Competencies for Mathematics:**

The adult learner can perform with high accuracy all four basic math operations (i.e., addition, subtraction, multiplication, and division) using whole numbers up to three digits; can identify and use all basic mathematical symbols. (DL, L, CT, SPR, IU)

\*In addition, the GHC Catalog lists five outcomes of student achievement.

These outcomes will be matched with the Washington State Core Competencies (as listed above) for Adult Basic Education. They are: Disciplined Learning, Literacy, Critical Thinking, Social and Personal Responsibility, and Use of Resources. The Basic Skills II course will work to facilitate and enhance student development in each of these areas.

\*\* This course is also designed to enhance student development of life skills as well as practical application of lessons learned in the academic setting.

## **Basic Skills I and II**

### **I. Course Materials:**

Students are responsible for bringing pens, pencils, paper, and any other relevant materials (e.g., homework, library materials) to class each day. The instructor will provide most in-class material resources including reading, writing, and mathematics packets for each student. These materials will be gleaned from resources within the **ABE/GED** department as well as other public sources. On some occasions, students may be asked to supplement these resources by using materials from outside of the classroom.

### **II. Course Format:**

Students will normally work within the classroom setting. However, on some occasions, students may be sent to the computer lab or library on campus to complete projects independently. Instructional time will be divided among small groups and/or individuals on a daily basis. Volunteer tutors and peer tutoring will also be used on an availability basis. Students should be prepared to work on individualized lessons throughout the majority of the class period.

### **III. Grading:**

Students will be administered the **TABE** (Test for Adult Basic Education) and/or **IRI** (Informal Reading Inventory) at least once per quarter. These tests will be used as the primary tools for assessing student advancement. In addition, progress will be monitored daily by the instructor, and relayed back to the student in verbal and/or written form. This feedback will encompass academic, social, and behavioral development. End of the quarter grade reports will reflect student attendance and progress on the Washington State Core Competencies.

*\*Credits earned will be based solely on the total number of hours spent in the classroom throughout the quarter.*

#### **A. WABERS Competency Progress Criteria:**

A= Attended (earned more than 1 credit, no skill improvement),  
P= Made Progress (stayed within the same **WSCC** level),  
C= Completed (**TABE** indicates **WSCC** level completion),  
X= Earned less than 1 credit (did not attend class regularly)