

**St. Clair Catholic District School Board  
Student Information Sheet**

**Grade:** 12  
**Course Code:** ENG 4E0  
**Course Type:** Workplace Preparation  
**Credit:** One  
**Prerequisite:** ENG 3E0  
**School:** Ursuline College Chatham  
**Department:** English  
**Program Head:** Ms. N. Foster

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**Course Description:**

This course emphasizes consolidation of literacy, critical thinking, and communication skills necessary for academic and daily life. Students will analyze informational, graphic texts and literary texts and create oral, written and media texts in a variety of forms for workplace-related and practical purposes. An important focus will be on using language accurately and organizing ideas and information coherently. The course is intended to prepare students for the workplace and active citizenship.

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**How this course supports the Ontario Catholic Graduate Expectations:**

Though the use of the Catholic course profile as well as additional resources (I.C.E. documents) the Ontario Catholic Graduate expectations will be addressed.

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## 1. Overall Expectations for Student Learning:

Through this course, students will be expected to demonstrate knowledge, skills and values related to the following strands:

Strand: Literature Studies and Reading	Strand: Writing
<ul style="list-style-type: none"> <li>• Read and demonstrate an understanding of a variety of literary, informational, and graphic texts, using a variety of strategies to construct meaning</li> </ul>	<ul style="list-style-type: none"> <li>• Generate, gather and organize ideas and information to write for an intended audience</li> </ul>
<ul style="list-style-type: none"> <li>• Recognize a variety of text forms, text features, and stylistic elements and demonstrate understanding of how they help communicate meaning</li> </ul>	<ul style="list-style-type: none"> <li>• Draft and revise their writing, using a variety of informational, literary and graphic forms and stylistic elements appropriate for the purpose and audience</li> </ul>
<ul style="list-style-type: none"> <li>• Use knowledge of words and cueing systems to read fluently</li> </ul>	<ul style="list-style-type: none"> <li>• Use editing, proofreading, and publishing skills and strategies, and knowledge of language conventions, to correct errors, refine expression, and present their work effectively.</li> </ul>
<ul style="list-style-type: none"> <li>• Reflect on and identify their strengths as readers, areas for improvement, and the strategies they found most helpful before, during and after reading</li> </ul>	<ul style="list-style-type: none"> <li>• Reflect on and identify their strengths as writers, areas for improvement, and the strategies they found most helpful at different stages in the writing process</li> </ul>

Strand: Oral Communication	Strand: Media Studies
<ul style="list-style-type: none"> <li>• Listen in order to understand and respond appropriately in a variety of situations for a variety of purposes</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrate an understanding of a variety of media texts</li> </ul>
<ul style="list-style-type: none"> <li>• Use speaking skills and strategies appropriately to communicate with different audiences for a variety of purposes</li> </ul>	<ul style="list-style-type: none"> <li>• Identify some media forms and explain how the conventions and techniques associated with them are used to create meaning</li> </ul>
<ul style="list-style-type: none"> <li>• Reflect on and identify their strengths as listeners and speakers, areas for improvement and the strategies they found most helpful in oral communication situations</li> </ul>	<ul style="list-style-type: none"> <li>• Create a variety of media texts for different purposes and audiences, using appropriate forms, conventions, and techniques</li> </ul>
	<ul style="list-style-type: none"> <li>• Reflect on and identify their strengths as media interpreters and creators, areas of improvement, and the strategies they found most helpful in understanding and creating media texts</li> </ul>

## **2. Expectations: Learning Skills**

**It is expected that students will also demonstrate the following (this is not intended to be an exhaustive list):**

- Responsibility
- Organization
- Independent work
- Collaboration
- Initiative
- Self Regulation

**Learning skills will be assessed accurately and rigorously according to criteria which have been clearly communicated to the student and will be reported separately from student achievement of the curriculum expectations.**

**The student's demonstrated learning skills in each course will be evaluated using the four-point scale (E-excellent, G-Good, S-Satisfactory, N-Needs Improvement) and will be separated from the reporting of academic achievement.**

## **3. Supports For Higher Learning:**

**Whenever accommodations are made to address student learning needs, or alternative or modified expectations are identified for a student, these accommodations, modifications, or alternative Expectations will be outlined in an IEP and will be communicated to parents.**

#### 4. Course Breakdown and Assessment and Evaluation Strategies:

Unit	Unit Title/ Description	Assessment and Evaluation Strategies	Resources
One	Documents for Life	Reading, understanding and Completing various documents Such as a lease, contract, rental, Loan etc.	Various community resources
Two	Professional Writing	Incident reports, professional Emails and written Correspondence	Various text and internet sources
Three	Power of Media	Advertising campaigns analysis Ie: Dove Print and television ad analysis	Various teacher and student selected Resources and guest speakers
Four	Reality Television	Viewing and analysis of <i>Till Debt do us Part</i> Making connections with written assignments and tracking of Personal expenses	TV program: <i>Till Debt do us Part</i>
Five	Novel Study	Reading, writing and oral assignments based on characters and themes of various novel titles	<i>The Runner</i> and Various other titles from <i>Bayview High Series</i>
Six	Culminating Activity	Research, writing and oral Presentation	Various teacher and Student selected topics
Final Evaluation:		10% Final Activity 90% Term	

#### 5. Key Dates, Special Events and Additional Considerations:

#### 6. Teaching/Learning Strategies:

- \*Group Work
- \*Pairs Activities
- \*Whole Class Activities
- \*Lectures
- \*Discussions
- \*Presentations
- \*Other

## 7. Assessment and Evaluation of Student Learning:

Student achievement of the learning expectations will be evaluated according to the following breakdowns:

Category	Evaluation
Knowledge/Understanding	(Term) 25%
Thinking/Inquiry	(Term) 25%
Communication	(Term) 25%
Application	(Term) 25%

Term: 90%

Final: 10%

Overall: 100%

**8. School, Department and Classroom Policies:** Refer to student handbook

## 9. Students' Responsibilities With Respect to Evidence for Evaluation

### Late and Missed Assignments

Students are responsible for providing evidence of their achievement of the overall expectations within **the time frame specified by the teacher.**

**If a student is struggling** with an assignment or is experiencing circumstances which make it impossible to complete an assignment within the specified time frame, he/she should speak to the teacher and **an extension shall be granted and every support will be made for the student's success.**

Students must also understand that if assignments are not completed in the specified time frame because of **lack of responsibility, then marks may be deducted for late assignments** up to and including the full value of the assignment.

**PLAGARISM** is using anyone else's words or ideas and presenting them as your own. This includes the following:

- Downloading
  - Copying
  - Purchasing
  - Cutting and pasting
  - Creating fake citations
  - Using ideas written by other students or parents
- .....

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**(Please detach and return.)**

**To the student and parent(s)/guardian:**

**We have read and understood this student information sheet.**

**Course Code:**

**Student's signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent/Guardian's  
Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_