

### Sir John A. Macdonald Collegiate Institute Course Brief

<b>Course Name</b>	Workplace English		<b>Grade</b>	11 and 12
<b>Course Code</b>	ENG3/4E		<b>Credit Value</b>	1
<b>Pre-Requisite</b>	Grade 10 English Grade 11 English	<b>Or Recommended Pre-Requisite</b>	N/A	
<b>Type of Course</b>	Full-year, Workplace Preparation			

TEXTBOOKS N/A

REPLACEMENT COST (if lost or damaged)

ADDITIONAL RESOURCES/LEARNING MATERIALS

REPLACEMENT COST (if lost or damaged)

Provided by the teacher

#### Course Description

This course emphasizes the development of literacy, communication and critical and creative thinking skills necessary for success in the workplace and in daily life. Students will study and analyse the content, form, and style of a variety of informational, graphic and literary texts. They will create oral, written and media texts in a variety of forms for practical purposes. An important focus will be on using language accurately and organizing ideas and information coherently in a variety of formal and informal contexts. The course is intended to prepare students for the workplace and active citizenship.

#### Curriculum Strands/Categories (this may differ depending on discipline and level)

**Knowledge and Understanding:** Subject-specific content acquired in each grade/course (knowledge), and the comprehension of its meaning and significance (understanding)

**Thinking:** The use of critical and creative thinking skills and/or processes

**Communication:** The conveying of meaning through various forms

**Application:** The use of knowledge and skills to make connections within and between various contexts

#### Assessment and Evaluation of Student Achievement

Unit	Unit Title/Description	Evaluation Task	Achievement Chart Focus
Unit 1	Reading and Literature Studies: Reading for Meaning, Understanding Form and Style, Reading with Fluency	-Silent Reading Logs -Comprehension assignments -personal strategies reflection	-Writing -Reading and Writing  -Oral Communication and Writing
Unit 2	Writing: Developing and Organizing Content, Using Knowledge of Form and Style, Applying Knowledge of English Conventions	-Short answers and paragraph writing -quizzes of English writing rules -personal strategies reflection	-Reading and Writing  -Reading and Writing  -Oral Communication and Writing
Unit 3	Oral Communication: Listening to Understand, Speaking to Communicate	-Oral reading  -Presentations -Listening Quizzes	-Reading and Oral Communication  -Oral Communication -Oral Communication
Unit 4	Media Studies: Understanding Media Texts, Understanding Media Forms, Conventions, and Techniques, Creating Media Texts	-Various Media Assignments -Practical Test	-Media  -Writing and Media

#### Levels of Achievement

