

COURSE SYLLABUS
DLC 101-Reading Skills

INSTRUCTOR: Terese Klasek Francis
OFFICE: Academic Support Center, Room 204
OFFICE HOURS: After class or by appointment
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COURSE OBJECTIVE: To improve reading effectiveness at the college level including: developing critical thinking skills through lateral thinking exercises and course discussions, analyzing arguments, organizing reading/study notes, increasing reading speed, building vocabulary, and applying active reading/study techniques to other reading-based courses.

TEXT: None: The instructor will supply textbook and all course materials
Recommended: Paperback English Dictionary with at least 50,000 entries

OPTIONAL (but highly recommended): 1” binder with eight divider tabs to organize course materials by week.

GRADING SYSTEM: A point system is used to determine a percentage grade for each student. Points are earned by performance on weekly assignments, in-class comprehension quizzes, a completed reading chart, discussions, and two reading inventories. The Nelson Denny pre- and post- reading tests do not count as part of your grade. They are reading skills assessments only. However, a student will NOT be given a passing grade if either test is not taken. Reading is a skill; so much of the homework is practicing the skills learned in class. None of the homework is hard, nor is it overly time-consuming. All the exercises in reading, timed reading, vocabulary and lateral thinking are meant to build and maintain skills.

GRADING:

Grades will be calculated on the following point scale:

4 Reading Unit Assignments (25 points each)	100 points
5 In-class Quizzes for timed readings (10 points each)	50 points
Reading Chart	20 points
8 Vocabulary Exercises (10 points each)	80 points
Pre/Post Reading Inventories (25 points each)	50 points

A	270-300 points
B	240-269 points
C	210-239 points
D	180-209 points
F	below 180

ACADEMIC INTEGRITY POLICY: The Doane University Academic Integrity Policy will be adhered to in this class. All written assignments and observations will represent your own work. Any use of other's ideas and words without proper citation of sources is plagiarism and will result in a loss of points for that assignment.

ATTENDANCE: IF YOU CANNOT ATTEND THE FIRST CLASS DO NOT SIGN UP FOR THIS COURSE. IF YOU DO NOT ATTEND THE FIRST CLASS, PLEASE DROP THE COURSE. The first class sets the foundation for the entire course and cannot be missed. Because the course is participatory in nature and not primarily lecture-based, attendance is required. Missing class discussions and activities will directly affect your understanding of reading strategies, your acquisition of reading skills, and your ability to apply those learned skills

CLASS SCHEDULE:

WEEK 1:

Orientation/Introduction
Orientation to course
Reader Styles/Reader Rubric
Baseline Reading/Reading Chart
Nelson-Denny Pre-Reading Test

Homework:

Pre-reading Inventory/ Vocab #1—Dictionary Skills & Vocab #2—Word File

WEEK 2:

Overview of the reading process/Critical thinking process
Identifying inefficient reading habits
Timed reading selection #22 /Reading Ritual Process
Active Reading Strategies: Previewing/Annotate/Highlight
Lateral Thinking Exercises

Homework:

**Reading Unit #1/Lateral Thinking Email
Exercise/Timed Reading Selection #20/Vocab #3—
Words in Context**

WEEK 3:

Discussion for Reading Unit #1/In-class writing
Active Reading Strategies/Summary
Phrasing exercises
Timed reading selection #29/quiz
Lateral Thinking Exercises--Emails

Homework:

**Reading Unit #2/Timed Reading Selection/ Vocab #4—
Word Parts/Roots**

WEEK 4:

Discussion for Reading Unit #2/In-class writing
Active Reading Strategies/Pro Con list/T-Chart
Phrasing exercises
Timed reading selection #24/quiz

Homework: **Reading Unit #3/Timed Reading Selection #37/Vocab #5—Word Parts/Roots**

WEEK 5:

Discussion for Reading Unit #3/In-class writing
Active Reading Strategies/ Four Issues of an Argument
Pacing exercises
Timed reading selection #71/quiz

Homework: **Reading Unit #4/ Timed Reading Selection #10/Vocab #6—Word Parts/Roots**

WEEK 6:

Discussion for Reading Unit #4/In-class writing
Active Reading Strategies/ Checklist
Pacing exercises
Timed reading selection #32/quiz

Homework: **Timed Reading Selection # 15/Vocab #7—Word Parts/Prefixes**

WEEK 7:

Rate of Flexibility Exercise/ #53/#78/#3
Review of Active Reading Strategies
Post Nelson Denny Reading Test

Homework: **Post Reading Inventory/Vocab #8—Word Parts/Prefixes**

WEEK 8:

Wrap-Up
In-class Lateral Thinking exercises
Review the Nelson Denny post-test results
Review Rate of Flexibility Scores
Review reading charts

PLEASE NOTE: If you are a student who needs modifications or accommodations in this course, you must identify yourself to Chris Brady, the Assistant Director of the

Academic Support Center. He will document your need for accommodations and send a letter to your instructors. I am more than willing to work with you, but I cannot make any accommodations for you unless you do this.