

Hagerstown Community College
OFFICIAL COURSE SYLLABUS DOCUMENT

COURSE: **ADB 161 Adult Basic Education-- Beginning Level**
 0 Credits

SEMESTER/YEAR: **This information to be completed by Instructor**

INSTRUCTOR: **This information to be completed by Instructor**

COURSE DESCRIPTION:

This is an Adult Basic Education course on the fundamentals of mathematics, reading and writing to prepare ABE students to enter the ABE Intermediate Level. The instructor will teach computational skills, the ability to choose and use appropriate problem-solving strategies, thinking and reasoning, and the language of mathematics. In addition, students will learn active reading strategies, increase vocabulary and foundational grammar, build fluency and reading skills, and write, edit, and revise sentences. Students in this course are encouraged to attend the Learning Support Center for additional instruction and practice exercises.

TEXTBOOKS USED:

There are no required textbooks for this class. Your instructor will provide you with texts and computer based programs.

STUDENT LEARNING OUTCOMES:

Upon successful completion of this course students will be able to:

Demonstrate pre-computation skills

Compute using whole numbers, fractions, and decimals

Choose and use appropriate problem-solving strategies

Improve reading fluency, grammar and vocabulary

Use active reading strategies, increase vocabulary, and strengthen foundational grammar

Write, edit, and revise sentences through the use of a rubric

Develop strategies for thinking while reading

COURSE EXPECTATIONS:

Attendance

Students are expected to attend every class. In the case of absences due to emergency (illness, accident, death in the family), it is the student's responsibility to inform the instructor. Documented time (signing in) within the Student Success Center will contribute to eligibility hours for post-testing, and has the potential to decrease the amount of time the student will have to spend to attain his/her goal.

Progress

To make progress, a minimum of 9 hours of additional, independent work outside of the class is expected each week. Typical level progress occurs after 120 hours of instruction.

Students who have taken the same course level three times without making incremental progress towards the next level will be required to meet with the Intake Assessment Specialist to determine a further plan.

COURSE POLICIES:

Honor Code: Upon admission to HCC all students sign a pledge to uphold an honor system which holds the qualities of honesty and integrity in highest regard for the duration of their educational experience.

Services for Students with Disabilities: Students who have a disability are encouraged to identify themselves to the Disability Support Services (DSS) office as early as possible. Reasonable accommodations based on current documentation are provided to qualified students. Contact the Disability Support Services office at 240-500-2628 or at dss@hagerstowncc.edu to request accommodations.

This course is offered free of charge as a service to the community through a grant from the US Department of Labor, Licensing, and Regulation (DLLR). CASAS testing of each student is required as a provision of the grant at the start and end of each session.