



Communications 12

Course Outline

Course Overview

This course is best suited to students who may find English 12 too difficult, although it lays the foundation for completing English 11 and then 12 at a later date, if needed. The types of assignments for this course are similar to those in English 12, but with an adapted level of reading and writing assignments. An added “Visual Design” unit gives students the opportunity to take information to create a visually informative poster, handout, etc. Letter writing and creating your own resume are also covered. Students wishing to enter college or university should not take this course. Communications 12 has a provincial exam; however, students graduating with the adult dogwood diploma are not required to take the exam.

Course Content and Suggested Timelines

Your Communications 12 course will consist of six units and a REQUIRED final provincial exam, to be taken at a per-determined time and place. (Your course work will count for 60% and your exam for 40% of your final grade).

The suggested timeline is based on students aiming to complete the course in one semester (5 months). Double the timeframes for two semesters (10 months).

- 1. Narrative Essay** - For this first assignment, you will be learning how to format and write an effective narrative essay. Completing this assignment will open the rest of the course. (Suggested time: 1 week)
- 2. Writing Workshop** - This unit explores sorting out references, covers the basic essay writing process, business and technical writing, including writing business letters, and resumes. (Suggested time: 3 weeks)
- 3. Responding to Literature** - After reading a variety of literature forms, including a poem, short story, film script, and a photo essay, respond to each in writing. You will be required to answer questions, respond to the poem, write a newspaper article, and create a photo essay. (Suggested time: 2 weeks)

4. Research a Problem - Learn the process of researching a topic or problem, organizing the information and presenting it in a form that communicates what you learned. It can be a traditional essay, or any format that you feel works. You must talk to the teacher in advance to explore your options. (Suggested time: 2 weeks)

5. Visual Design - Create four different visual designs based on specific scenarios. The provincial exam will require that you create one visual design. (Suggested time: 2 weeks)

6. Novel Study - Choose one of the three novel options. Complete questions and four novel projects; three of your choice and one essay. (3 Weeks)

7. Final Exam - Complete an exam to demonstrate your Communications skills and prepare for the provincial exam. (1 Week)

Course Materials

Most reading materials are provided electronically within the course. The Communications Handbook can be found at the top of the Writing Workshop unit. Students are required to supply themselves with a copy of **ONE** of the following novels for the novel study unit. These can be found at most libraries, bookstores, and online bookstores:

- *Speak* by Laurie Halse Anderson
- *Of Mice and Men* by John Steinbeck (a website of the novel is provided in the course, but some people prefer paper copies), or
- *All Quiet on the Western Front* by Erich Maria Remarque

For learning outcomes, performance standards, required resources, and assessment strategies, go to: <http://www2.gov.bc.ca/gov/content/education-training/k-12/teach/curriculum/english/english-language-arts/communications-11-and-12-1998>

Assessment Information

Narrative Essay	5% of Course
Writing Workshop	25% of Course
Responding to Literature	20% of Course
Research Unit	10% of Course
Visual Design	10% of Course
Novel Study	20% of Course
Final Exam	10% of Course

Essays, presentations, letters, and other longer responses are marked using rubrics that are included in the assignments.

Always answer your questions in complete sentences using proper punctuation, word usage, etc. unless instructed otherwise. For example, if you are asked to make a list, then you don't have to write a sentence. Also, take note of how much each answer is worth. If it says "5 marks for a detailed answer", then I expect to see a solid, well-supported answer with at least two sentences. The more detail you can give, the better your mark, generally.

I will often type comments, suggestions, and lessons on the right-hand side of student work to help them better understand the material. I also highlight errors that students should be able to fix on their own based on previous English courses.

Students are allowed to revise most assignments (not the first invigilated assignment, tests, or culminating assignments) *once* for a better mark. I will take the higher mark.

Invigilated Exam

Invigilated exams need to be invigilated by EBUS approved invigilators. The final exam for Communications 12 will require such invigilation. Please contact your teacher to make these arrangements or if you have any concerns/questions about invigilated exams.

Please note: This is a different exam than the Provincial Exam, worth 40% of the final course mark. Please click on the Provincial Exam section in the course for more information on this.

When Students are not Meeting the Learning Outcomes/Falling Behind

While E-Bus is self-paced, you are expected to stay actively engaged in the course. If you fall behind and do not hand in an assignment for four or more weeks (without notifying me with a plan) you will receive reminder emails until you catch back up. Students may be contacted via phone as well, if deemed necessary.

This process escalates with each reminder email sent, to the point where we have to make a decision about you continuing in the course. Your parents will be contacted as will the administration at that point. If you are not meeting the outcomes for the course you will receive an I plan and your parents will be contacted to discuss your plan for completing the course.

Without a response or renewed efforts in the course, the student may be assigned an F or withdrawn. Should they begin actively working in the course, the student may be given an alternate completion date.

Expectations

- Adhere to the EBUS Academic Integrity Policy
- Contact your teacher when help is needed
- Review feedback from assignments and tests, where applicable
- Work to complete the course in a timely manner
- Communicate respectfully
- Review weekly progress reports

Reporting to Parents:

There are 4 term report cards that can be downloaded from the student dashboard. A notice will go out when these report cards are available.

Every week that EBUS is in Session the teacher will send out a progress report showing the student's progress.

Contacting Your Teacher:

Your teacher will be available Monday through Friday, during regular school hours. If you are having trouble with any concepts, please contact your teacher right away!

Steve Hobson

shobson@sd91.bc.ca

1-250-567-4744 (Ext. 25)