**Course Number:** EGL 102

**Course Name:** Academic Reading and Writing Skills II

**Instructors:** To be determined

**Required Text:** Cassriel, Betsy. ***Academic Connections 3.*** Pearson Education Inc., 2010.

**Course Description:** Upon successful completion of this course, the student will be able to apply their knowledge of contextual clues to read and understand new texts. They will be able to formulate complex sentences; will be able to write topic sentences, introductions and conclusions. They will be able to write a correctly structured paragraph and analytical essay. They will be able to summarize, paraphrase and quote texts. They will learn out to synthesize texts.

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| **Topics Outline** | **Estimated Contact Hours** |
| **Unit 1 Biology Brain and Gender** 1. Understanding main idea and supporting details
2. Finding main ideas: skimming
3. Finding specific information: scanning
4. Reading for main idea and supporting details
5. Recognizing parts of an essay
6. Planning for writing: Thesis, major points and
7. Supporting details

**Unit 3: Astronomy**1. Understanding coherence and cohesion
2. Recognizing cohesion
3. Recognizing markers that build coherence and
4. Cohesion in texts
5. Connecting ideas in body paragraphs.
6. Organizational structure
7. Understanding relationships within a text
8. Expressing relationships between ideas
 | 15 |
| **Unit 5: Managing Traffic Flow**1. Synthesizing Information
2. Recognizing abstract and concrete information
3. Recognizing the relationship between abstract and
4. concrete information in reading
	1. Elaborating on information from sources

**Unit 6: Sociology: Fact and Opinion**1. Identifying and evaluating information
2. Distinguish between facts and opinion
3. Recognizing degree of certainty
4. Expressing and supporting opinion
 | 15 |
| **Unit 7 Compare and Contrast Essay**1. Organizing ideas using a T chart
2. Point by Point Organization
3. Block Organization

Identify and use Subordinators and Transitions | 12 |

**Recap**

**Identification of CPC Covered in this course Estimated Contact**

Accounting 0

Marketing 0

Finance 0

Management

 Management Principles 0

 Organizational Behavior 0

 Human Resource Management 0

 Operations Management 0

Economic/Social/Legal Environment

 Legal Environment of Business 0

 Economics 0

 Business Ethics 0

Business Tools

 Information Systems 8

 Quantitative Methods/Statistics 2

International/Global Dimensions of Business 10

Integrative Experience 20

**Total (estimate of contact hours) 42**