

BUTTE COLLEGE

COURSE OUTLINE

I. CATALOG DESCRIPTION

ESL 352B - ESL Workforce Training Lab

0 Unit(s)

Prerequisite(s): NONE

Recommended Prep: NONE

Transfer Status: NT

25 hours Lab

This course is an intensive work experience for non-native speakers of English which provides students with direct experience in various work environments, including but not limited to the following: food service, shipping and receiving, child care, grounds and waste management. This on-the-job experience is integrated with language instruction. This course is designed to meet state and county requirements for the CalWORKs program. Unlimited repeats. Satisfactory/Unsatisfactory Only. Open Entry/Open Exit.

II. OBJECTIVES

Upon successful completion of this course, the student will be able to:

- A. Perform entry level tasks in a work environment.
- B. Recognize the expectations of workers at work sites.
- C. Actively participate in the culture of work in the United States.
- D. Utilize the language skills needed in these jobs.
- E. Demonstrate a knowledge of the vocabulary associated with potential jobs.
- F. Complete a job application.
- G. Write a resume.
- H. Pass job-related tests.
- I. Problem-solve at the job site.
- J. Contact potential employers independently.

III. COURSE CONTENT

A. Unit Titles/Suggested Time Schedule

		Lab	
<u>Topics</u>			<u>Hours</u>
1.	Safety Procedures		6.00
2.	Training		6.00
3.	Practice		7.00
4.	Job-related Writing		6.00
Total Hours			25.00

IV. METHODS OF INSTRUCTION

- A. Demonstration and training
- B. Observation
- C. Student participation
- D. Students are expected to spend two hours outside of class each week for each hour of lecture doing homework, reading the text, developing assigned programs and completing research projects.

V. METHODS OF EVALUATION

- A. One-on-one meetings with instructor
- B. Observation
- C. Self-evaluation/student portfolios
- D. Class participation

VI. EXAMPLES OF ASSIGNMENTS

- A. Reading Assignments
- B. Writing Assignments
- C. Out-of-Class Assignments

VII. RECOMMENDED MATERIALS OF INSTRUCTION

Textbooks:

- A. Newman, C. On-the-Job English. New Readers Press, 2000.

Materials Other Than Textbooks:

- A. When applicable: job manuals, safety sheets, applications, forms, charts, diagrams, etc.

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Date: 11/17/2008