English Degree
The English A.A. degree gives students a broad based background in writing, literature, and language analysis. It prepares students for the further study of English or a related field at a four-year school; it also supports a wide range of career options, emphasizing as it does the communication and analytic skills that provide a necessary foundation for many different endeavors.

Student Learning Outcomes
Upon completion of this program, the student will be able to:
• Analyze rhetorical and literary patterns to extract meaning, whether stated directly or implied
• Discuss major literary authors, forms, and movements in both American and British literature
• Define and employ terminology of literary analysis
• Compose essays that are generally free of sentence errors and that support a clear thesis with unified paragraphs
• Evaluate and integrate research materials to support an original argument
• Employ current Modern Language Association (MLA) bibliographic methods and forms

NOTE: Students who plan to major in English at a four-year college or university would be well advised to check with an ARC counselor because four-year schools differ widely in the ways in which they construct their English majors.

Requirements for Degree 24 Units
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ENGRD 310</td>
<td>English Literature</td>
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<tr>
<td>ENGRD 311</td>
<td>English Literature</td>
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<tr>
<td>ENGRD 320</td>
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<tr>
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<td>Service Learning: Tutoring Elementary Students in Reading (3)</td>
<td>1.5 - 3</td>
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<td>Peer Tutoring in English and Reading (1.5 - 3)</td>
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<td>ENGRD 303</td>
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<td>ENGRD 304</td>
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<tr>
<td>ENGRD 305</td>
<td>Structure of English (3)</td>
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<td>ENGRD 306</td>
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</table>

Associate Degree Requirements: The English Associate in Arts (A.A.) Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See ARC graduation requirements.

Technical Communications Degree
The Technical Communications degree program is an interdisciplinary course of study designed to prepare students for employment as professional writers and communicators in a variety of media intended to instruct and inform audiences. The degree program includes substantial course work in writing, information design, editing, page design, online help development, web site creation, and the use of industry standard applications.

Career Opportunities
Technical communicators may be employed in a variety of occupations in government, scientific firms, nonprofits, natural resources, finance, education, and high tech.

Student Learning Outcomes
Upon completion of this program, the student will be able to:
• analyze audience information needs and propose solutions to aid the audience.
• design technical communication solutions for a variety of industry and government purposes.
• design and create web sites and help systems with effective visual design, navigation, and written content.
• design and publish printed pages with effective design, organization, content, and indexing.
• compose professional prose for a variety of audiences with a variety of purposes.
• compose and edit professional documents in grammatically correct, concise English.
• create and use style templates in a variety of industry standard software.
### Requirements for Degree 32 Units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tr>
<td>CISA 305</td>
<td>Beginning Word Processing</td>
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<td>Web Publishing</td>
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<tr>
<td>ENGW 342</td>
<td>Introduction to Technical/Professional Communication</td>
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<tr>
<td>ENGW 344</td>
<td>Technical/Professional Communication: Writing Reports</td>
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<td>ENGW 348</td>
<td>Technical/Professional Communication: Plain English</td>
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<tr>
<td>ENGW 350</td>
<td>Technical/Professional Communication: Proposal Writing</td>
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<tr>
<td>ENGW 352</td>
<td>Technical/Professional Communication: Writing Technical Manuals</td>
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<td>ENGW 353</td>
<td>Technical/Professional Communication: Developing Help Systems</td>
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<tr>
<td>JOUR 300</td>
<td>Newswriting and Reporting</td>
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**And a minimum of 12 units from the following:**

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<tr>
<td>ARTNM 328</td>
<td>Digital Photo Imagery - PhotoShop Basics</td>
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<tr>
<td>ARTNM 352</td>
<td>Design for Publication</td>
<td>3</td>
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<tr>
<td>or CISA 330</td>
<td>Desktop Publishing</td>
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<tr>
<td>and CISA 331</td>
<td>Intermediate Desktop Publishing</td>
<td>2</td>
</tr>
<tr>
<td>ARTNM 401</td>
<td>Introduction to Web Development and Design</td>
<td>3</td>
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<tr>
<td>or CISW 307</td>
<td>Introduction to Web Development and Design</td>
<td>3</td>
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<tr>
<td>ARTNM 402</td>
<td>Intermediate Web Design</td>
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<tr>
<td>ARTNM 404</td>
<td>Interactive Multimedia Basics</td>
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</tr>
<tr>
<td>CISW 310</td>
<td>Advanced Web Publishing</td>
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</table>

**Associate Degree Requirements:** The Technical Communications Associate in Arts (A.A.) Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See ARC graduation requirements.

### Technical Communications Certificate 21.5-22.5 Units

<table>
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<td>ARTNM 352</td>
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<tr>
<td>or CISA 330</td>
<td>Desktop Publishing</td>
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<td>Intermediate Desktop Publishing</td>
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<td>CISW 305</td>
<td>Beginning Word Processing</td>
<td>2</td>
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<td>CISW 300</td>
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<td>ENGW 342</td>
<td>Introduction to Technical/Professional Communication</td>
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<td>ENGW 352</td>
<td>Technical/Professional Communication: Writing Technical Manuals</td>
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<td>ENGW 353</td>
<td>Technical/Professional Communication: Developing Help Systems</td>
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**And a minimum of 6 units from the following:**

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<tbody>
<tr>
<td>ARTNM 328</td>
<td>Digital Photo Imagery - PhotoShop Basics</td>
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</tr>
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<td>ARTNM 330</td>
<td>Intermediate Digital Photo Imagery</td>
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<tr>
<td>ARTNM 401</td>
<td>Introduction to Web Development and Design</td>
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</tr>
<tr>
<td>CISW 310</td>
<td>Advanced Web Publishing</td>
<td>4</td>
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</tbody>
</table>

### English - Creative Writing

**ENGW 400 Creative Writing** 3 Units

**Prerequisite:** ENGW 300 with a grade of “C” or better

**General Education:** AA/AS Area II(b)

**Course Transferable to UC/CSU**

**Hours:** 54 hours LEC

This introductory creative writing course offers writing experience with three or four of the following genres: short story, poetry, creative nonfiction, and script writing (theater or film). The course includes analysis of literary models, faculty and class critiques of work, and discussion of literary techniques in each covered genre, techniques such as metaphor, imagery, dialogue, and narrative. A portfolio of creative writing is submitted at the end of the semester.

**ENGW 410 Fiction Writing Workshop** 3 Units

**Advisory:** ENGW 300 or ENGW 400 with a grade of “C” or better. Course Transferable to CSU

**Course Transferable to CSU**

**Hours:** 54 hours LEC

This course concentrates on fiction writing. Short stories and/or novel chapters written during the semester will be analyzed in constructive, in-class workshops. The elements of literary creation will be critically examined from a writer’s perspective through lecture, discussion, assigned readings, and in-class writing exercises. The class includes journaling, the preparation of a portfolio of work completed during the class, and individual conferences.

**ENGW 420 Poetry Writing Workshop** 3 Units

**Advisory:** ENGW 400 and ENGW 300

**Course Transferable to CSU**

**Hours:** 54 hours LEC

This creative writing course concentrates on poetry writing, including the analysis of poetry written during the semester. The course examines literary styles in traditional and contemporary poetry and demonstrates revising and editing processes through lecture, discussion, assigned reading, collaborative writing projects, and in-class writing exercises. Required: a portfolio of original work and individual conferences with the instructor.
ENGCW 421  A Short Course in Poetry Writing  1 Unit
Advisory: ENGCW 400
Course Transferable to CSU
Hours: 54 hours LEC
This creative writing course is an abbreviated version of the three-unit Poetry Writing Workshop, ENGCW 420, focusing on the writing of several poems. The course examines literary styles in traditional and contemporary poetry and demonstrates revising and editing processes through lecture, discussion, assigned reading, and in-class writing exercises.

ENGCW 430  Creative Non-Fiction Writing Workshop  3 Units
Advisory: ENGCW 400 or ENGRWR 300
General Education: AA/AS Area II(b)
Course Transferable to CSU
Hours: 54 hours LEC
This is a creative writing course concentrating on the literary essay. The course teaches the writing of various kinds of essay, such as memoir, autobiography, personal essays, reflective nature writing, prose with poetic elements (prose-poetry), and fact-based or philosophical writing with a definite literary, stylistic component. It also includes analysis of classical and innovative essays for elements such as voice, point of view, and structure. Field trips may be required.

ENGCW 440  Screenwriting Workshop  3 Units
Advisory: ENGRWR 300 with a grade of “C” or better
Course Transferable to CSU
Hours: 54 hours LEC
This is an introductory writer's workshop in three areas of screenwriting: experimental, documentary, and dramatic film. It includes preparation of three short scripts in those areas plus the viewing and analysis of films representing the three fields. This course introduces career paths in screenwriting, including local government and commercial sources preparing and utilizing film.

ENGCW 441  Feature Film Screenwriting Workshop I  3 Units
Advisory: ENGCW 400, ENGCW 440, or ENGRWR 300
Course Transferable to CSU
Hours: 54 hours LEC
This course introduces the writing of a feature-length film script. It includes three proposals for projects, one of which is developed through the first act in official screen format, plus scene descriptions for major scenes, character sketches, and plot outlines. Several classic feature films and scripts are analyzed for their writing strengths.

ENGCW 450  College Literary Magazine  3 Units
Advisory: ENGRWR 300, ENGRWR 301, and ENGCW 400.
Course Transferable to CSU
Hours: 54 hours LEC; 18 hours LAB
This course provides experience in evaluating, editing, and sequence literature in the college magazine of literature and art, The American River Review. The course focuses on poetry, fiction, and creative nonfiction, and it may review layout and art selection, establishing an esthetic relationship between literary content and the visual image for three components of the Review: the magazine itself, an associated Internet site, and a companion DVD. This course also provides experience in soliciting manuscripts and publicity. The course teaches how to organize a literary reading. It may be repeated four times for credit.
ENGLT 300 Introduction to Fiction 3 Units
Prerequisite: ENGWR 300 with a grade of “C” or better
Advisory: ENGLR 301
General Education: AA/AS Area 1; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course covers the study of fiction as a type of literature. The course typically examines at least three novels, critically analyzing plot, setting, character, theme, and style. The course includes fiction written in English, as well as fiction in translation.

ENGLT 304 Introduction to Poetry 3 Units
Prerequisite: ENGWR 300 with a grade of “C” or better
Advisory: ENGLR 301
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course introduces the art of poetry. It includes the interpretation and appreciation of poetry as a type of literature with careful attention to the elements of poetics, the various styles of poetry, and major poets and poetic movements.

ENGLT 310 English Literature 3 Units
Prerequisite: ENGWR 300 with a grade of “C” or better
Advisory: ENGLR 301
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course surveys representative works in English literature from the Anglo-Saxon period through the eighteenth century. It traces the development of medieval, Renaissance, and Restoration prose, poetry, and drama, introducing methods of literary analysis and research. Historical movements and the cultural context of particular works and authors are also covered. Whenever possible, works are read in their entirety.

ENGLT 311 English Literature 3 Units
Prerequisite: ENGWR 300 with a grade of “C” or better
Advisory: ENGLR 301
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a survey of representative works in English literature from the nineteenth and twentieth centuries, covering the Romantic, Victorian, modernist, and postmodern periods. Prose, poetry, and drama are represented, and whenever possible, works are read in their entirety.

ENGLT 320 American Literature 3 Units
Prerequisite: ENGWR 300 with a grade of “C” or better
Advisory: ENGLR 301
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course surveys representative texts in American literature from the precolonial period to the Civil War. Texts include Native American myths, writing of the colonial period and the American Revolution, slave narratives, Romantic fiction, and poetry from the seventeenth to the mid-nineteenth century. Whenever possible, texts are read in their entirety.

ENGLT 321 American Literature 3 Units
Prerequisite: ENGWR 300 with a grade of “C” or better
Advisory: ENGLR 301
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course surveys representative literature from the post-Civil War period until the present. It begins with the end of the Romantic period and follows the rise of Realism. Prose includes local color and social criticism, fiction of the “Lost Generation,” and contemporary fiction. Poetry includes the many movements from turn-of-the-century to contemporary. Whenever possible, texts are read in their entirety.

ENGLT 327 Literature of California 3 Units
Prerequisite: ENGWR 300 with a grade of “C” or better
General Education: AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course examines the literature of California in the context of its ethnic, social, political, geographical, and intellectual history. It covers a wide range of multi-ethnic, multicultural, and cross-cultural literature (fiction, non-fiction, poetry, memoirs, and essays), such as Native American legends, early California exploration accounts, prose and poetry from the California heartland, Hollywood crime fiction, with emphasis on what makes the California experience unique.

ENGLT 333 African-American Dramatic Literature 3 Units
Prerequisite: ENGWR 300 with a grade of “C” or better
General Education: AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course investigates African-American drama between 1800 and the present. African-American drama of various periods will be compared to the dominant drama of the time to investigate cultural effects on this drama. Protest drama of the 1960s will receive special focus, as will the recent resurgence of African-American drama.

ENGLT 334 Asian-American Literature 3 Units
Prerequisite: ENGWR 300 with a grade of “C” or better
General Education: AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course surveys autobiographies and fiction written by Asian Americans; the work focus on the experience of Asian Americans growing up in a culture that is dominated by Eurocentric influences. The selected readings were written in American English in the last 60 years by Filipino-, Chinese-, Japanese-, and Korean-Americans. The course compares and contrasts the perspectives with which these four groups of Asian-American writers shape their portrayals of their immigration, discrimination, and assimilation experiences; further, the course examines the diversities of these experiences both within and across the generations.
ENGLT 338 Native American Literature 3 Units  
Prerequisite: ENGWR 300 with a grade of “C” or better  
General Education: AA/AS Area I and VI; CSU Area C2; IGETC Area 3B  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
This course examines the living Native American experience as expressed through Native works of autobiography, fiction, poetry, film, and historical texts. Emphasis is placed on indigenous world views and perspectives. Highlighted are comparisons between the evolving culture of European Americans and that of Native Americans. The course examines how Native literature is a reflection of the historical and cultural movements that have shaped, been shaped by, and interacted with the Native community. Included are samples of Native literary voices from tribes from all areas of the Americas, North, South, and Central. Field trips are required.

ENGLT 340 World Literature 3 Units  
Prerequisite: ENGWR 300 with a grade of “C” or better  
Advisory: ENGWR 301  
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
This course surveys world literature in translation from antiquity through the early seventeenth century. In addition to significant works in the western tradition, masterpieces of nonwestern literature are studied. Ancient world cultures and historical movements are introduced, along with methods of literary analysis and research. The entire range of genres is represented and, whenever possible, works are read in their entirety.

ENGLT 341 World Literature 3 Units  
Prerequisite: ENGWR 300 with a grade of “C” or better  
Advisory: ENGWR 301  
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
This course surveys world literature in translation from the mid-seventeenth century to the present. In addition to significant works in the western tradition, masterpieces of nonwestern literature are studied. The entire range of genres is represented, and, whenever possible, works are read in their entirety.

ENGLT 345 Mythologies of the World 3 Units  
Prerequisite: ENGWR 300 with a grade of “C” or better  
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
This literature course provides an introduction to characters and themes in myths from world literature: sagas of heroes, creation stories, and journeys to death and rebirth. It explores the metaphors of the stories, metaphors which continue to captivate readers many years later and influence characters and stories in modern literature and culture.

ENGLT 360 Women in Literature 3 Units  
Prerequisite: ENGWR 300 with a grade of “C” or better  
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
This course examines women as both creators of and characters in literature. It includes reading and analyzing literature from a broad range of periods, genres, and cultures. Works by both men and women are included, with emphasis on works written by women and the social and cultural contexts that produced those works.

ENGLT 370 Children and Literature 3 Units  
Advisory: ENGWR 102 or 103; or placement through the assessment process.  
General Education: AA/AS Area I; CSU Area C2  
Course Transferable to CSU  
Hours: 18 hours LEC  
This course is a survey of the best literature, past and present, created for children, and of the criteria for selecting, evaluating, and discussing children's literature. It includes discussion of the history of children's literature and of current issues such as censorship, literacy, and multicultural diversity. The course is intended for prospective teachers, preschool teachers, early childhood education (ECE) majors, parents, and anyone who is or will be in frequent contact with children. It includes reading to children in a formal group setting, which may include an off-campus location.

ENGLT 372 Children and Literature: Storytelling 1 Unit  
Advisory: ENGLT 370, ENGWR 102, or ENGWR 103; or placement through the assessment process.  
General Education: AA/AS Area I; AA/AS Area VI; CSU Area C2  
Course Transferable to CSU  
Hours: 18 hours LEC  
This course offers further studies in children's literature, emphasizing the principal types and sources of oral literature for children. Theories of how storytelling develops cognitive and language skills, social growth, self-esteem, and aesthetic appreciation in children are covered. It includes multiculturally diverse story sources of oral literature, such as legends, dramatic poetry, and family and community histories. Practice in storytelling is included.

ENGLT 374 Children and Literature: Folklore and Fairy Tales 1 Unit  
Advisory: ENGWR 102 or 103  
General Education: AA/AS Area I; AA/AS Area VI; CSU Area C2  
Course Transferable to CSU  
Hours: 18 hours LEC  
This course surveys folklore and fairy tales in the United States and other countries and cultures. Readings include literature written by and about Native Americans, African Americans, Hispanic Americans, and Asian Americans, in addition to other world cultures. The course emphasizes literary analysis and the values of multicultural literature in the development of children's cultural and aesthetic sensitivity.

ENGLT 376 Children and Literature: Reader's Theater 1 Unit  
Advisory: ENGWR 102 or 103  
General Education: AA/AS Area I; AA/AS Area VI; CSU Area C2  
Course Transferable to CSU  
Hours: 18 hours LEC  
This course offers further studies in children's literature with emphasis on selecting and adapting children's literature to group writing and reading aloud dramatically in group situations. Criteria for selection and adaptation are applied to folk literature, plays, short novels, and storybooks. Using Reader's Theater to develop the child's understanding and appreciation of literary aesthetics, language skills, and cultural diversity is emphasized.

ENGLT 378 Young Adult Literature 3 Units  
Prerequisite: ENGWR 300 with a grade of “C” or better  
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
This course presents an overview of young adult literature and is designed to incorporate the ever changing nature of this genre. The literature addressed reflects the themes of interest to young people.
Topics include a review of the history of young adult literature, readings of contemporary award-winning young adult literature, as well as a look at some of the classics from the past. Censorship concerns and culturally diverse selections also form a core part of the course. Authors may include S. E. Hinton, Will Hobbs, Karen Hesse, Richard Peck, Paul Zindel, J. K. Rowling, Sandra Cisneros, Lois Lowry, John Knowles, and J. D. Salinger. This course includes an analysis of literary elements, an examination of authors’ style and content, and reflection on what makes a piece of literature a classic.

**ENGLT 380 Introduction to Shakespeare** 3 Units
Prerequisite: ENGWR 300 with a grade of “C” or better
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a survey of eight to ten representative dramatic works of Shakespeare and related literary criticism. It includes an examination of the Elizabethan worldview as a context for the plays. Attendance at live Shakespearean performances may be required.

**ENGLT 382 Introduction to Dramatic Literature** 3 Units
Prerequisite: ENGWR 300 with a grade of “C” or better
Advisory: ENGWR 301
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course introduces drama as a type of literature. Plays from varying historical periods and cultures are covered, with an emphasis on the analysis of plot, characterization, setting, theme, and other literary elements of drama. Field trips to live theater productions are required.

**ENGLT 392 Science Fiction and Fantasy** 3 Units
Prerequisite: ENGWR 300 with a grade of “C” or better
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course explores the literature of science fiction and fantasy. It includes the roots of these genres and surveys development into their contemporary forms. Topics may include selections from television, film, anime, short stories, and novels.

**ENGLT 403 Film Adaptations** 3 Units
Prerequisite: ENGWR 300 with a grade of “C” or better
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course examines the processes, problems, and successes of adapting literary, stage, and previous film material into films. It discusses faithful and unfaithful adaptations through reading the original texts and viewing the adapted films with an awareness of their historical and cultural contexts. The course analyzes intention, creative distinctions, and the limits and strengths of each medium.

**ENGLT 494 Topics in Literature** 3 Units
Prerequisite: ENGWR 300 with a grade of “C” or better
General Education: AA/AS Area I; CSU Area C2; IGETC Area
Course Transferable to CSU
Hours: 54 hours LEC
This is a literature course to be scheduled as needed under a title describing specific content. It provides the opportunity to focus on an in-depth study of specific literary subjects or genres. The course will offer an extensive study of works by significant writers of literature defined by theme, region, vocation, or human experiences. Possible titles include Retelling Stories, The Love Story, The Far West, The Military Experience in Literature, The Hero in Contemporary Fiction, Humor in American Fiction. May be taken twice for credit.
Reading Courses
with corresponding writing courses

Counselor
Student’s placement in a specific level class is determined through consultation with a counselor or by meeting course prerequisites.

Readiness for college-level reading

- **ENGRD 14**
  - Reading Skills
  - 3 units
  - Lecture/discussion
  - Corresponding writing level: ENGWR 43

- **ENGRD 15**
  - Basic Reading Skills
  - 3 units
  - Lecture/discussion
  - Corresponding writing level: ENGWR 51

College Level (satisfies reading competency for AA/AS degree & transfer to CSU)

- **ENGRD 116**
  - Proficient Reading
  - 3 units
  - Lecture/discussion
  - Corresponding writing level: ENGWR 102/ENGWR 103

- **ENGRD 310**
  - College Analytical & Speed Reading
  - 3 units
  - Lecture/discussion
  - Corresponding writing level: ENGWR 102
  - .5 unit RAD (coreq)

Transfer Level

- **ENGRD 312**
  - Academic Textbook Reading
  - 3 units
  - Lecture/discussion
  - .5 unit RAD (coreq)
  - Corresponding writing level: ENGWR 500

- **ENGRD 314**
  - Reading Across the Disciplines (RAD)
  - .5 unit, Pass/No Pass
  - Lecture: program for assistance with reading assignments in academic below-transfer level classes across the disciplines.
  - Corresponding writing program: Writing Across the Curriculum (WAC)

Referral
Instructors may refer a student, or student may self-refer.
Composition Courses
with corresponding reading courses

Counselor
Student’s placement in a specific level class is determined through consultation with a counselor or by meeting course pre-requisite

Readiness
For college-level writing

College Level

ENGWR 306 Writing Across the Curriculum 0.25-.5 units, Pass/No Pass Lecture Course offers assistance with writing assignments in transfer-level classes across the curriculum Corresponding reading level: ENGRD 116

ENGWR 106 Writing Across the Curriculum 0.25-.5 units, Pass/No Pass Lecture Course offers assistance with writing assignments in below-transfer-level classes across the curriculum Corresponding reading level: ENGRD 116

ENGWR 107 Intermediate Writing Skills 0.25-5 units, Pass/No Pass Lecture Modules offer individualized instruction in various writing skills

Transferred Level
(Transfers to CSU & UC)

ENGWR 300 College Composition* 3 units
Corresponding reading level: ENGRD 310/312

ENGWR 301 College Composition and Literature 3 units

ENGWR 302 Advanced Composition and Critical Thinking 3 units

Transfer Level (Transfers to CSU & UC)

ENGWR 304 College Composition and Literature 3 units

ENGWR 305 Advanced Writing Across the Curriculum 3 units

ENGWR 306 Writing Across the Curriculum 0.25-5 units, Pass/No Pass Lecture Course offers assistance with writing assignments in below-transfer-level classes across the curriculum
Corresponding reading program: Reading Across the Disciplines (RAD)

Students enrolled in ENGWR 51/56, 102 or 103 should consider taking both ENGWR 106 and 107

Instructors may refer a student, or student may self-refer to ENGWR 107, 106, 306

* Fulfills writing competency requirement for AA/AS degree
** Pre-requisite for ENGWR 300
ENGRD 111  Reading Across the Disciplines (R.A.D.)  .5 Units
Corequisite: Enrollment in a below transfer level content area course.
Hours: 9 hours LEC
This course offers reading skills development as applied to various content-area courses. Topics include the following: strategies for textbook comprehension, note-taking, annotating, mastering discipline-base vocabulary, paraphrasing, reading graphics, and test-taking strategies. Students must come to the R.A.D. Center and meet with a R.A.D. staff member before enrolling. This course may be taken 4 times for credit when used in conjunction with different content area classes. Pass/No Pass only.

ENGRD 114  College Vocabulary and Spelling  2 Units
Hours: 36 hours LEC
This course provides college vocabulary and spelling skills. Topics include Greek and Latin word parts, phonetic analysis, thematic readings, proofreading, determining meaning of technical terms in academic disciplines, and effective use of learning style strategies. Topics in this course promote college success.

ENGRD 116  Proficient Reading  3 Units
Prerequisite: ENGRD 15, ENGRD 56, or ENGWR 56 with a grade of "C" or better; or placement through the assessment process.
Advisory: Concurrent enrollment in ENGWR 102 or 103.
Hours: 54 hours LEC
This course analyzes expository and argumentative essays, textbooks, and literature in preparation for ENGRD 310 or ENGRD 312. It emphasizes recognition of an author's thesis, supporting details, point of view, purpose, and tone through an in-depth analysis of an essay's introduction, body, and conclusion. This course also focuses on applying study strategies for comprehending and retaining information from textbooks in preparation for tests. Individual work in the Reading Across the Curriculum Program, the Reading Across the Disciplines Program, or the Reading Center may be required.

ENGRD 117  Reading Center: Intermediate Reading Skills  .25-2 Units
Prerequisite: ESLR 310 with a grade of "C" or better; or placement through the assessment process.
Hours: 13.5-108 hours LAB
The Reading Center offers individualized instructional modules designed to strengthen reading skills in specific areas. Course offerings vary, depending upon needs and abilities. A partial list includes the following: comprehension, vocabulary development, critical reading, textbook reading, reading for the proficiency exam, and study skills. Scheduling is flexible. Enrollment is open through the eleventh week of the semester. Pass/no pass only. This course may be taken up to four times for maximum of four units with different course topics.

ENGRD 310  Prose Analysis and Interpretation  3 Units
Prerequisite: ENGRD 116 with a grade of "C" or better; or placement through the assessment process.
Corequisite: ENGRD 314
Advisory: Concurrent enrollment in ENGWR 300.
General Education: AAAS Area II(b)
Course Transferable to CSU
Hours: 54 hours LEC
This overview course covers the theory and practice of critical and speed reading skills needed for successful academic performance with an emphasis on the following: (1) critical and analytical evaluation of college-level expository and argumentative essays, (2) development of flexible reading rate and speed, (3) critical analysis and evaluation of research, (4) vocabulary development, and (5) application in multicultural essays, journals, fiction and nonfiction reading.

ENGRD 312  Academic Textbook Reading  3 Units
Prerequisite: ENGRD 116 with a grade of "C" or better; or placement through the assessment process.
Corequisite: ENGRD 314
Advisory: Concurrent enrollment in ENGWR 300
General Education: AAAS Area II(b)
Course Transferable to CSU
Hours: 54 hours LEC
This reading course concentrates on the refinement of the ability to read, understand, and respond to transfer-level textbooks across the curriculum. Emphasis is on critical and analytical reading, thinking and writing; graphics and other visual materials; discipline-based vocabulary; and reading rates as they relate to academic success.

ENGRD 314  Reading Across the Disciplines (R.A.D.)  .5 Units
Corequisite: ENGRD 310 or ENGRD 312 or another transfer-level content-area course.
Course Transferable to CSU
Hours: 9 hours LEC
This course offers reading skills as they apply to various content-area courses. Topics include the following: strategies for textbook comprehension, note-taking, annotating, mastering discipline-based vocabulary, paraphrasing, reading graphics, test-taking, speed reading, and research techniques. Students must come to the R.A.D. Center and meet with a R.A.D. staff member before enrolling. This course may be taken 4 times for credit when used in conjunction with different content area courses. Pass/No Pass only.

ENGRD 43  Writing Skills Center  3 Units
Advisory: BUSTEC 300
Hours: 54 hours LEC
This course offers individualized instruction in basic writing skills, such as composing and punctuating simple and compound sentences; drafting, developing, and proofreading paragraphs and short essays; revising drafts; and journal writing. The course is offered Pass/No Pass only and may be taken twice for credit with different course topics.

ENGWR 43  Writing Center: Basic Writing Skills  3 Units
Prerequisite: One or more units of ENGWR 53 with "pass" grade, or placement through the assessment process.
Advisory: Concurrent enrollment in ENGWR 15
Hours: 72 hours LEC
This course focuses on basic writing skills, emphasizing the connection between writing and reading. It includes writing in response to short reading selections. In addition, the writing process and development of specific skills within the sentence, paragraph, and essay forms are covered in preparation for ENGWR 102 or ENGWR 103. A minimum of 3000 words of full-process writing is required.

ENGRD 310  Prose Analysis and Interpretation  3 Units
Prerequisite: ENGRD 116 with a grade of "C" or better; or placement through the assessment process.
Corequisite: ENGRD 314
Advisory: Concurrent enrollment in ENGWR 300.
General Education: AAAS Area II(b)
Course Transferable to CSU
Hours: 54 hours LEC
This overview course covers the theory and practice of critical and speed reading skills needed for successful academic performance with an emphasis on the following: (1) critical and analytical evaluation of college-level expository and argumentative essays, (2) development of flexible reading rate and speed, (3) critical analysis and evaluation of research, (4) vocabulary development, and (5) application in multicultural essays, journals, fiction and nonfiction reading.
used to produce writing assignments. The same module may not be repeated for credit. This course is not a substitute for any other English course. Registration is open through the twelfth week of the semester. Credit/No Credit only. May be taken three times.

**ENGWR 56  Integrated Reading, Writing and Study Skills  6 Units**

*Same As: ENGRD 56*

*Prerequisite: ENGRD 14 with a grade of “C” or better or placement through the assessment process; AND ENGRD 43 with a grade of “Pass,” or one or more units of ENGRD 53, or placement through the assessment process.*

*Hours: 108 hours LEC*

This course emphasizes the interrelationships among reading, writing, and study skills at the basic skills level. Course content, activities, and assignments integrate all three areas, providing opportunities to improve reading and writing skills in a student-centered environment. The course includes reading and writing in response to a variety of fictional and non-fictional materials and reviews basic rules of grammar and usage to develop skills in sentence, paragraph, and essay writing. Additional topics include a review of campus services and programs and effective study strategies. This course requires a total of 3,500 words written throughout the semester in a variety of assignments. Completing this course is equivalent to completing both ENGRD 51 and ENGRD 15. This course is not open to students who have completed ENGRD 56.

**ENGWR 102  Proficient Writing  3 Units**

*Prerequisite: ENGRD 56, ENGRD 51, or ENGRD 56 with a grade of “C” or better; or placement through the assessment process.*

*Advisory: ENGRD 116*

*Hours: 54 hour LEC*

This course emphasizes topic selection, focusing topics, prewriting, organization of ideas, and development of essays in preparation for ENGWR 300. It also includes the review and further development of sentence writing and editing skills and analysis of selected readings. Written final drafts totaling at least 4,500 words are required.

**ENGWR 103  Practical Communication  3 Units**

*Prerequisite: ENGRD 51 with a grade of “C” or better; or placement through the assessment process.*

*Advisory: ENGRD 15*

*Hours: 54 hour LEC*

This course covers writing formats used in the workplace. It includes the application of communication models to workplace communication, review and further development of sentence writing and editing skills, and application of workplace writing techniques as preparation for ENGWR 300. Written final drafts totaling a minimum of 4,500 words are required.

**ENGWR 104  Writing Center: Writing Skills  .5-2 Units**

*Prerequisite: Completion of at least 1 unit of ENGWR 53 or placement through assessment process.*

*Advisory: BUSTEC 300 or CISC 300*

*Hours: 27-108 hours LAB*

This course offers individualized instruction modules (mini English courses) that focus on improving writing skills, including intermediate to advanced sentence, paragraph, and essay writing, research paper writing, literary analysis, as well as editing and proofreading. Course offerings vary depending on a student’s needs and skill levels. Computers will be used to produce writing assignments. The same module may not be repeated for credit. This course is not a substitute for any other English courses. Registration is open through the twelfth week of the semester. Credit/No Credit only. May be taken three times.

**ENGWR 106  Intermediate Writing Across the Curriculum  .25-.5 Units**

*Advisory: BUSTEC 300 or CISC 300*

*Hours: 4.5-9 hours LEC*

This course offers both individualized and group instruction in appropriate writing processes and strategies for a variety of written assignments in all academic disciplines. Topics vary according to need and may include understanding writing assignments, strategies for revision, and basic documentation. The course is offered Pass/No Pass and may be taken four times for credit with different course topics.

**ENGWR 107  Intermediate Writing Skills  .25-.5 Units**

*Advisory: BUSTEC 300 or CISC 300*

*Hours: 4.5-9 hours LEC*

This course offers individualized and small group instruction in various writing skills, such as correctly punctuating a variety of sentence types, proofreading for common errors, developing and organizing paragraphs, and creating a Works Cited list. The course is offered Pass/No Pass only and may be taken up to four times for credit with different course topics.

**ENGWR 294  Topics in English Writing  1 Unit**

*Hours: 18 hours LEC*

This course introduces a number of strategies for successful reading and writing. Although the course focuses on applying these strategies within the context of an English course, the course is intended to provide skills that apply to any course of study.

**ENGWR 300  College Composition  3 Units**

*Prerequisite: ENGRD 102 or 103 with a grade of “C” or better; or placement through the assessment process.*

*Advisory: Concurrent enrollment in ENGRD 310 or 312. General Education: AA/AS Area II(a); CSU Area A2; IGETC Area 1A Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course emphasizes writing and includes reading, research, and critical thinking skills essential for successful completion of a college degree. Writing assignments include expository and argumentative essays (6,500 words minimum for course) using MLA documentation and format. Reading assignments include a variety of transfer-level texts of substantial length.

**ENGWR 301  College Composition and Literature  3 Units**

*Prerequisite: ENGRD 300 or 480 with a grade of “C” or better. General Education: AA/AS Area II(b); CSU Area A3; IGETC Area 1B Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course offers study of literary texts, with emphasis on analytical reading and writing. It covers principles of argument and analysis such as reasoning inductively and deductively. Assigned readings include novels, short stories, poems, plays, and literary criticism. Essays written for the course (6,500 words minimum) generalize from the texts to present carefully reasoned arguments. At least one essay includes citations from secondary sources, documented according to current MLA format. Not open to students who have successfully completed ENGWR 481.
ENGRW 302 Advanced Composition and Critical Thinking 3 Units
Prerequisite: ENGRW 300 with a grade of “C” or better.
Advisory: ENGRD 310
General Education: AA/AS Area II(b); CSU Area A3; IGETC Area 1B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course further develops analytical skills through writing and discussion. It examines methods by which people are persuaded to think, believe, and/or act. It also includes analyses of arguments or expressions of opinions for their validity and soundness. Finally, it focuses on critically assessing, developing, and effectively expressing opinions on issues, including cultural diversity. It emphasizes thinking clearly and organizing thought carefully by using principles of logic. The course includes writing a minimum of 6500 words.

ENGRW 304 Advanced Writing Across the Curriculum (W.A.C.) 25.5 Units
Course Transferable to CSU
Hours: 45-9 hours LEC
This course offers individualized and small group instruction focused on helping students from all academic disciplines apply appropriate writing processes and use transfer-level writing strategies required for academic composition. Topics vary according to need and may include the principles of the writing process, analysis of writing assignments, strategies for revision, and research and documentation skills. In order to take this course, students must be enrolled in at least one other transfer-level course. This course is offered Pass/No Pass only and may be taken four times for credit with different course topics.

ENGRW 306 Advanced Writing Across the Curriculum 25.5 Units
Course Transferable to CSU
Hours: 45-9 hours LEC
This course offers individualized and small group instruction focused on helping students from all academic disciplines apply appropriate writing processes and use transfer-level writing strategies required for academic composition. Topics vary according to need and may include the principles of the writing process, analysis of writing assignments, strategies for revision, and research and documentation skills. In order to take this course, students must be enrolled in at least one other transfer-level course. This course is offered Pass/No Pass only and may be taken four times for credit with different course topics.

ENGRW 330 Writing for Publication 3 Units
Advisory: ENGRW 300
General Education: AA/AS Area II(b)
Course Transferable to CSU
Hours: 54 hours LEC
This is an introductory course on writing nonfiction for publication. Emphasis will be on developing a saleable magazine article; finding ideas and analyzing print and online publications: writing a query letter; researching and interviewing; organizing, writing, and illustrating an article.

ENGRW 331 Writing for Publication 3 Units
Advisory: ENGRW 300 or 330 with a grade of “C” or better.
Course Transferable to CSU
Hours: 54 hours LEC
This course offers a marketing approach to selling nonfiction writing. The course surveys print and online publication, including consumer magazines, trade journals, specialty publications, regional magazines, and local markets. Topics include an analysis of a variety of magazine article styles and types; writing and sending articles to the market-place; individual and class criticism of student manuscripts. Emphasis is on increasing freelance writing production. The course may be taken twice for credit.

ENGRW 342 Introduction to Technical/Professional Communication 3 Units
Advisory: ENGRW 102 or 103; or placement through the assessment process.
General Education: AA/AS Area II(b)
Course Transferable to CSU
Hours: 54 hours LEC
This course emphasizes principles of reader-centered writing for the workplace, focusing specifically on aspects of technical and professional communication. The course teaches the writing of documents used in businesses, academia, industry, and government. These documents may include memos, letters, brochures, reports, procedures, proposals, grants, scientific reports, web sites, software documentation, and case studies. The course may include team projects that require collaboration outside the classroom. One or more additional hours per week may be required in the Learning Resource Center.

ENGRW 344 Technical/Professional Communication: Writing Reports 1.5 Units
Advisory: ENGRW 103.
Course Transferable to CSU
Hours: 27 hours LEC
This course emphasizes the writing of reports for the workplace and for technical and scientific disciplines. The course covers audience analysis, standard report formats, research techniques, and concise, grammatical writing.

ENGRW 348 Technical/Professional Communication: Plain English 1.5 Units
Advisory: ENGRW 102 or 103.
Course Transferable to CSU
Hours: 27 hours LEC
This course emphasizes the use of clear, concise English in professional writing. The course begins with a brief review of English grammar and then covers common writing problems. The course also teaches professional editing techniques.

ENGRW 350 Technical/Professional Communication: Proposal Writing 1.5 Units
Advisory: ENGRW 342.
Course Transferable to CSU
Hours: 27 hours LEC
This course emphasizes the writing of proposals. It includes planning, writing, and evaluating proposals, both formal and informal, solicited and unsolicited. Special attention is given to requests for proposal (RFPs) and how to respond to them. The use of workplace projects is encouraged. A collaborative project is required.

ENGRW 352 Technical/Professional Communication: Writing Technical Manuals 3 Units
Advisory: ARTNM 352, CISA 305, and ENGRW 342
Course Transferable to CSU
Hours: 54 hours LEC
This course is designed for professionals in all fields who need to design, create, and revise user and reference manuals in print or online formats. The course offers strategies for audience and task analysis, product learning, document design, drafting, procedure writing, and revision. Desktop publishing and/or online help development tools are used to produce a portfolio-quality print or online manual.
ENGWR 353  Technical/Professional Communication: Developing Help Systems  1.5 Units
Advisory: CISA 305 and ENGWR 352
Course Transferable to CSU
Hours: 27 hours LEC
This course emphasizes the design, development, and delivery of self-contained and Web-based help systems. It reviews task and audience analysis and introduces strategies for designing, writing, organizing, revising, and publishing help projects. In addition, it introduces industry-standard help development tools.

ENGWR 354  Introduction to Careers in Technical Communication  1 Unit
Advisory: ENGWR 102 or 103.
Course Transferable to CSU
Hours: 18 hours LEC
This course examines trends in the profession of technical writing, including job opportunities, salaries, responsibilities, requirements, and tools. Permanent employment is compared to independent contracting and contracting with agencies. Visiting technical writers describe a day on the job and share tips for getting started. Topics include letters of application, resumes, and portfolios.

ENGWR 356  Writing Formal Reports  1 Unit
Advisory: ENGWR 342 or 344.
Course Transferable to CSU
Hours: 18 hours LEC
This technical writing course covers all the elements of formal reports, including how to write letters of transmittal, create title pages, automatically generate tables of contents, write executive summaries, format pages, and prepare glossaries and appendices. Style lessons focus on controlling tone, tense, person, and voice.

ENGWR 358  Writing Training Materials  1 Unit
Advisory: ENGWR 342 or 344.
Course Transferable to CSU
Hours: 18 hours LEC
This technical writing course focuses on developing training materials, including student handbooks, instructor guides, and other instructional aids. The course surveys instructional design theory and the impact of technology in the form of CBT (Computer-Based Training) and WBT (Web-Based Training).

ENGWR 480  Honors College Composition  3 Units
Prerequisite: Placement through assessment process.
General Education: AA/AS Area II(a); CSU Area A2; IGETC Area 1A
Course Transferable to UC/CSU
Hours: 54 hours LEC
This honors composition course requires the analysis of professional essays and at least one full-length volume of non-fiction that exhibit complexity in both subject and structure. It emphasizes writing carefully reasoned, stylistically sophisticated essays of varying lengths and in varying rhetorical modes; at least one of those essays requires research and appropriate MLA documentation. Essays written during the term will total at least 6,500 words. One or more additional hours per week in the Learning Resources Center or Writing Across the Curriculum or Reading Across the Disciplines programs may be required.

ENGWR 481  Honors College Composition and Literature  3 Units
Prerequisite: Cumulative GPA of 3.0 or higher; ENGWR 480 with a grade of “C” or better; OR ENGWR 300 with a grade of “C” or better AND placement into ENGWR 480.
General Education: AAAS Area II(b); CSU Area A3; IGETC Area 1B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This is an advanced course in critical reading and writing about literature. Through complex, in-depth reading assignments, it examines the four major genres—the novel, the short story, poetry, and drama—in works by authors representing diverse perspectives and cultures. It covers the written analysis of literature, requiring at least 6500 words of formal, analytical writing. Literary research, the use of primary and secondary sources, and documentation according to current Modern Language Association standards are also covered.

ENGWR 482  Honors Advanced Composition and Critical Thinking  3 Units
Prerequisite: Cumulative GPA of 3.0 or higher; ENGWR 480 with a grade of “C” or better; OR ENGWR 300 with a grade of “C” or better AND placement into ENGWR 480.
General Education: AA/AS Area II(b); CSU Area A3; IGETC Area 1B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This is an honors course in critical reasoning, reading, and writing, requiring a high level of competence in English composition. Complex texts/essay and book-length works reflecting a variety of social, cultural, and historical contexts are read, discussed, and analyzed. Although the course focuses primarily on non-fictional texts, selected works of fiction may be included. The minimum word requirement of 6,500 words is divided among at least four formal essays, two of which include primary and secondary research; MLA format is required for all essays. Group and individual class presentations are required, and at least one essay assignment requires independent reading.