



PHILIPPINE SCIENCE HIGH SCHOOL-MAIN CAMPUS  
HUMANITIES DEPARTMENT  
ENGLISH 5

**Course Code** ENG 5  
**Course Title** Effective Communication I for Pre-University Students  
**Credit Value** 1.0

**Course Description** Effective Communication I for Pre-University Students is a learner-centered course that reinforces the fundamental communication skills. It is designed to equip the scholars with the listening, speaking, reading, and writing proficiencies required to succeed in the university, giving focus on the process of independent academic writing.

**Course Objectives**

At the end of the subject, students will be able to:

1. apply the basic components of definitions, descriptions, process explanations, and other common forms of academic writing
2. employ basic academic writing concepts and terms, such as, visuals and presentation audience analysis, jargon, format, visuals, and presentation
3. synthesize material from primary and secondary sources for their paper
4. develop analytical arguments in written form
5. properly use and document sources in writing an academic paper on an authentic community issue

**Grade Components** 25% Formative Assessment Tasks  
75% Summative Assessment Tasks (2 to 3 per quarter)

**Basic Standards for Quarterly Written Outcomes**

Font and font size Times New Roman, 12  
Spacing 2.0  
Alignment Justified  
Documentation APA Style, 7<sup>th</sup> edition

**Course Outline & Schedule**

1<sup>st</sup> Quarter The nature of academic writing  
The features of academic writing  
Academic honesty  
Ethical considerations in research  
Identifying a research problem  
Writing the introduction section using the CARS model  
**FINAL OUTPUT: The Introduction Section [partial]**

2<sup>nd</sup> Quarter Developing a thesis statement  
Research skills: paraphrasing, summarizing, and note taking  
Annotating references  
Writing a literature review  
**FINAL OUTPUT: Full Introduction with Review of Related Literature**

3<sup>rd</sup> Quarter Observation  
Interview  
Content analysis  
Discourse analysis  
Other data gathering methods  
**FINAL OUTPUT: Full Concept Paper with Methods Section**

4<sup>th</sup> Quarter      Writing the title and the abstract  
Effective Oral Presentations  
Producing engaging PowerPoint presentations  
**FINAL OUTPUT: Oral Defense**

**References**

***Learning Guides from the PSHS System***

**Books**

- ❖ Bailey, S. (2011). *Academic Writing: A Handbook for International Students*. United Kingdom: Routledge.
- ❖ Lannon, J.& Gurak, L. (2015). *Technical Communication*. England: Pearson.
- ❖ Manlapaz, E. & Francisco, M.E. (1995). *Anvil Guide to Research Paper Writing*. Pasig: Anvil.
- ❖ Schwartz, B., Landrum, R.E., & Gurung, A.R. (2017). *An Easy Guide to APA Style*. United Kingdom: Sage.
- ❖ Smith-Worthington, D. & Jefferson, S. (2011). *Technical Writing for Success*. USA: Cengage.
- ❖ Swales, J.& Feak, C. (2012). *Academic Writing for Graduate Students (Essential Tasks and Skills* (3rd ed.). Ann Arbor: The University of Michigan Press.

**Websites**

- ❖ Dartmouth Institute for Writing and Rhetoric website (<http://writing-speech.dartmouth.edu/learning/materials>)
- ❖ The Purdue Online Writing Lab website (<https://owl.english.purdue.edu/owl/resource/560/01/>)
- ❖ University of Southern California Writing Center website (<http://dornsife.usc.edu/writingcenter/resources/>)
- ❖ Writing@CSU website (<http://writing.colostate.edu/guides/guide.cfm?guideid=60>)

**Classroom Policies:**

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**ACKNOWLEDGMENT SLIP**

We hereby acknowledge that we have received and carefully read the course outline for English 5 and that we agree to its specified readings and requirements.

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Signature over Student's Printed Name

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Date

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Signature over Parent's Printed Name

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