Basic Skills for Educators Syllabus

WESTERN GOVERNORS UNIVERSITY

Basic Skills for Educators

Hello, and welcome!

Do you aspire to be a teacher? To effectively pursue that goal, it is critical that you attain basic skills in reading, writing, and mathematics. In this course, you will engage with these subjects and gain knowledge that helps prepare you to become an effective educator. You will explore mathematical concepts, analytical reading, and writing guidelines. Along the way, you will encounter the same types of questions, problems, and passages that appear on standard exams required for teacher licensure in many states. Get ready to learn—and take an essential step toward becoming an educator.

We invite you to take a minute to learn about the course by reviewing the information that follows. This way, you will be better able to understand the expectations of the course as a whole. Then you can determine how to manage your time and efforts as you navigate through it.

You are in the right place. You belong here. You can do this!

Course Description and Competencies

WHAT TO EXPECT

This course is divided into three modules, one for each core subject. Each module focuses on one competency. The materials incorporate readings, videos, and knowledge check quizzes. If you feel confident in a particular subject, you have the opportunity to skip the learning content and go right to the associated final exam.

This course covers the following competencies:

1. The student determines meaning and structure in a reading selection.
2. The student analyzes usage of tone, structure, and context in reading selections.
3. The student analyzes information from texts and visual representations.
4. The student analyzes the essential components of an argumentative essay.
5. The student evaluates text for adherence to standard English conventions.
6. The student applies number sense and arithmetic strategies to quantitative problems.
7. The student applies statistical measures, linear models, and probability in data analysis.
8. The student applies algebraic and geometric principles to mathematical problems.

Assessments

The following assessments will be used throughout the course to gauge and measure your learning and competence:

- **Knowledge Checks:** These are short, ungraded assessments designed to help you gauge whether you understand concepts in a specific course lesson.
- **Practice Final Exams**: These three practice assessments are designed to be similar to the three objective assessments and are intended to help you gauge your preparedness for each objective assessment.
- **Objective Assessments**: These are the proctored final assessments of competency you will complete at the end of each module. Receiving a score of **Competent** for every assessment results in passing the course and being awarded credit.

The objective assessments provide the opportunity to demonstrate your mastery of the competencies in this course. You may attempt each final assessment two times before additional support is necessary. If you require further attempts, please contact your Student Experience Specialist.

♦ **3** final exams ♦ **1** competency unit

Course Outline

Module	Upon completion of this module, you will be able to:
Reading as a Core Skill	A. Identify the main idea or primary purpose of a text. B. Distinguish between a main idea and a supporting detail. C. Identify reasonable conclusions from information in a text. D. Identify the writer's tone through word choice and phrasing. E. Identify common organizational structures found in texts. F. Determine the meaning of a word or phrase through context clues. G. Differentiate between facts and opinions in texts. H. Interpret information from visuals included in a reading passage. I. Determine if a piece of information supports, contradicts, or is unrelated to a stated claim. J. Identify similarities and differences in the ideas or arguments of two texts.
Writing as a Core Skill	A. Identify the central claim or thesis of an argument. B. Evaluate whether the evidence sufficiently supports a claim. C. Analyze how logically ideas are sequenced in an argument. D. Explain how to maintain a clear and consistent focus in an argument. E. Identify grammatical, word choice, capitalization, and punctuation errors. F. Correct grammatical, word choice, capitalization, and punctuation errors. G. Improve passages by applying editing and revision techniques.

Math as a Core Skill	A. Identify place value, number order, and the structural properties of whole numbers. B. Solve problems using arithmetic operations with integers, fractions, and decimals. C. Solve problems with ratios, proportions, and percents. D. Solve problems with rates and unit conversions across measurement systems. E. Solve problems using visual data representations. F. Describe population characteristics using information from a random sample. G. Identify positive or negative linear relationships in scatterplots. H. Calculate the probability of events. I. Execute given arithmetic and algebraic procedures. J. Solve linear equations with only one unknown. K. Solve problems by applying properties of common two-dimensional shapes. L. Solve geometric figure problems, including unknown angle measures, congruency, and similarity. M. Calculate perimeter, area, circumference, and volume using standard geometric formulas.

Technology Requirements

We want you to have the tools to succeed! Since this course includes at least one proctored test, please be sure to have a working microphone, speakers, and an external webcam. Unfortunately, an internal webcam (built into many laptops) is not acceptable. (Note: The external webcam is required only for exams that have proctors. You do not need one for practice tests and other non-proctored assessments.)

If you haven't already, be sure to download the *Meazure Learning Guardian* browser, which you will need for the proctoring system.

You will need Adobe Acrobat Reader DC. If you haven't already, download this free software. You may encounter an interactive form that contains fields that you can select or fill in. Review how to fill in a PDF form.

For other details about the technology you'll need, review the Computer System and Technology Requirements. If you have questions about your setup, contact support@academy.wgu.edu.

Key Contacts

Course Connect	Check out this online community to take advantage of course resources, including videos and tips from your educators. You can ask and answer questions, provide feedback on your progress, and interact with fellow students. You will find this platform in the Student Resources section of the course. Log on and do some exploring!
Tutor.com	If you need academic support, don't hesitate to contact Tutor.com. There, you have access to thousands of tutors. And they are available 24/7 from any internet-ready device. You can also benefit from instructional videos, study tools, and other assistance.
Technical Support	If you encounter technical issues, be sure to contact the Help Desk. Just submit a Support Request for assistance.
Program Support	Do you have questions about your account? Student Support has answers. They can help with billing, switching courses, and other requests. You can contact them at (888) 320-0540 or support@academy.wgu.edu.

Accommodations

WGU provides compliant and accessible learning experiences. If you require accommodation, please contact us at the start of the course. You can email support@academy.wgu.edu or call (888) 320-0540. We are committed to ensuring that all students with disabilities have equal access to WGU's services and materials. We strive to use best practices for accessibility. Our goal is to conform to existing U.S. laws. These include the Americans with Disabilities Act and Section 504 and Section 508 of the Rehabilitation Act. Our learning management system (LMS) platform is Open edX. Open edX's commitment to accessible content is published on their Website Accessibility Policy.