

Guidelines for Determining Prerequisites Co-requisites, or Advisories

When conducting a Content Review to establish or verify basic skills prerequisites or recommendations please use the following charts to identify the skills that you think students will need to be successful in the course. Insert the appropriate skills to review into the Content Review page. At least three reviewers from the academic area should rate the need for each of these skills on that page to determine if the prerequisites or recommendation is warranted.

Setting the prerequisite or recommendation at any level selected below means that students will be able to do all or most of the skills listed.

Reading Prerequisite Requirements

Reading level 2 means that the student placed into ACAD B91 may lack many of the skills listed for Reading level 3.

Reading level 3 or successful completion of ACDV B91 or ENSL B61 list of skills:

1. Follow verbal and written directions.
2. Take notes from instructor's lecture.
3. Apply context and structure clues and/or dictionary skills to understand unfamiliar vocabulary.
4. Express facts in oral form.
5. Map and/or outline the overall main idea and major support.
6. Vary reading strategies according to purpose for reading and nature of the text.
7. Detect major patterns of organization.
8. Recognize sequence and predict outcomes.
9. Complete assignments independently.
10. Identify the topic, main idea, major supporting details and transitional expressions.
11. Draw basic inferences and conclusions.

Reading level 4 or successful completion of ACDV B 62 or ENSL B51 list of skills:

1. Use context and structure clues and/or dictionary skills to understand unfamiliar vocabulary.
2. Identify the topic, main idea, major supporting details and transitional expressions.
3. Map and/or outline the overall main idea and major support.
4. Draw basic inferences and conclusions.
5. Vary reading strategies according to purpose for reading and nature of the text.
6. Paraphrase the passage.
7. Write one page of developed prose on a single topic with no gross errors.
8. Follow verbal and written directions.
9. Take notes from instructor's lecture.
10. Complete assignments independently.

Reading Level 5 includes successful completion of ACDV B 62 skills and some mastery of ACDV B50 skills. We suggest that if you opt to use this level, you make the prerequisite for the course concurrent enrollment in ACDV B50

Reading level 6 or successful completion of ACDV B50 or ENSL B31 list of skills:

1. Understand vocabulary in context.
2. Participate in critical thinking discussion
3. Apply study reading strategies that emphasize cognitive processes to textbooks
4. Make inferences.
5. Analyze readings in different genres.
6. Read for a variety of purposes and Evaluate content.
7. Organize ideas in graphic form.
8. Respond to analytical questions.
9. Synthesize content from two or more sources

Writing Prerequisite Requirements

Students who test into English level 3 lack many of the skills listed for level 4.

English level 4 or successful completion of ACDV B 68 or ENSL B 70 list of skills:

1. Recognize and write simple, compound, and complex sentences by properly using independent and dependent clauses.
2. Identify the subject(s), verb(s), and prepositional phrase(s) within a sentence.
3. Write a 125-word paragraph on a given topic.
4. Use commas appropriately and correctly.
5. Use the correct forms of regular and irregular verbs.
6. Differentiate between fragments and complete sentences.
7. Use subject pronouns correctly in a sentence.
8. Use capitalization correctly and appropriately.
9. Recognize and correctly use coordinating and subordinating conjunctions.

English level 5 or successful completion of Eng B 60 or ENSL B 60 list of skills:

Write a non-formulaic, timed final 250 word essay that is:

1. Organized around a thesis statement, uses transitions, is coherent, and contains a conclusion.
2. Assembled into paragraphs with topic sentence and supporting detail.
3. Composed of mostly error-free sentences.
4. Written illustrating control of mechanics, usage, and diction.
5. Demonstrative of a variety of sentence patterns that avoid primer prose.
6. Clear in thought and writing in response to a specific topic.
7. Show proficiency in reading and comprehension of basic college level material assigned in class, including textbooks, essays, and news articles.

English level 6 or successful completion of Eng B 50 or ENSL B50 list of skills:

- Write a non-formulaic, timed final 400-word essay that:
 1. Can effectively summarize and paraphrase.
 2. Utilizes an appropriate controlling idea.
 3. Demonstrates an ability to credit a source.
 4. Organizes ideas logically and coherently.
 5. Develops ideas with appropriate specific details, examples, and reasoning.
 6. Uses a variety of sentence patterns appropriately and correctly.
 7. Uses the standard conventions of written English – spelling, punctuation, and capitalization.
- Show proficiency in:
 1. Identifying the controlling idea and the points of college-level expository and argumentative essays.
 2. Analyzing expository and argumentative essays using critical thinking skills.

Successful completers of English B1A will be able to:

1. Read and think critically.
2. Evaluate and establish the credibility of print and online sources.
3. Demonstrate the legitimate use of scholarly sources by
 - Using library and online reference materials;
 - Summarizing and paraphrasing sources;
 - Synthesizing multiple sources;
 - Avoiding plagiarism.

Math Prerequisite Skills

Math level 00 students lack many of the skills listed in math level 1.

Math level 1 or successful completion of ACDV B78 list of skills:

1. Be able to do basic arithmetic operations (add, subtract, multiply, and divide) with whole numbers.
2. Be able to do basic arithmetic operations (add, subtract, multiply, and divide) with fractions.
3. Be able to do basic arithmetic operations (add, subtract, multiply, and divide) with decimals.
4. Be able to solve problems involving simple percents.
5. Convert from words to decimals and fractions.

Math level 2 or successful completion of Math B50: Perform single step operations of the following types:

1. Adding whole numbers, integers, rational numbers (fractions and decimals), and real numbers.
2. Subtracting whole numbers, integers, rational numbers (fractions and decimals), and real numbers.
3. Multiplying whole numbers, integers, rational numbers (fractions and decimals), and real numbers.
4. Dividing whole numbers, integers, rational numbers (fractions and decimals).
5. Solving problems involving percents, percent increase, and percent decrease.
6. Solving simple algebraic equations.
7. Solving problems containing ratios and proportions.
8. Working with exponents and radicals.
9. Elementary geometric concepts.

Math level 3 or successful completion of Math BA list of skills:

1. Translating between word statements and algebraic expressions containing numbers, variables, arithmetic operators and relational operators.
2. Simplifying algebraic expressions and performing fundamental arithmetic operations.
3. Solving linear equations.
4. Solving simultaneous pairs of linear equations.
5. Factoring polynomial.
6. Solving quadratic equations.
7. Solving rational equations.

Math level 4 or successful completion of Math BD. List of skills:

1. Familiar with properties of real numbers
2. Ability to factor
3. Ability to solve linear equations and inequalities
4. Ability to graph lines and parabolas
5. Solve systems of linear equations.
6. Ability to simplify rational expressions and solve rational equations
7. Ability to simplify complex fractions
8. Solve quadratic equations
9. Solve exponential and logarithmic equations

Math level 6 or successful completion of Math B1A. List of skills:

1. Linear equations.
2. Quadratic equations and factoring.
3. Rational equations.
4. Function notation, domain and range.
5. Exponents and radicals.
6. Logarithmic functions.
7. Graphing techniques.
8. Analytic geometry.
9. Exponential equations.
10. Trigonometric functions.