

Language and Communication Domain
Course of Study for the
The Research, Writing and Oral Presentation Task (LCTA)

Course Description

This document outlines the sequence of learning activities students should complete to help prepare to demonstrate competence in this subject area. The timeline represents the standard number of weeks that should be allowed to prepare for an assessment. These steps may be completed more quickly than shown below as determined in consultation with your Mentor.

Learning Tasks and Standard Timeline

In general students should take no longer than five (5) weeks to complete the modules associated with the LCTA assessment. Students may, of course, accelerate this pace. By following the schedule below students should be able to meet the goal:

Competencies

Within the Language and Communication Domain there are 4 sub-domains and 12 competencies.

Subdomain 103.1 — Collegiate Reading Skills

Competency 103.1.1: Reading with Comprehension The graduate reads narrative and expository passages with comprehension, extracting main ideas and supporting details from texts, using the context to derive meaning.

Competency 103.1.2: Reading Critically The graduate reads critically, identifying relationships and differentiating between fact & opinion, bias, & logical reasoning.

Competency 103.1.3: Reading Efficiently The graduate reads efficiently, surveying the initial text and incorporating effective reading and reviewing strategies.

Subdomain 103.2 — Basic Information Retrieval Skills

Competency 103.2.1: Inquiry & Research The graduate uses inquiry and research to retrieve information from oral, written or electronic sources to inform an audience about complex subjects.

Competency 103.2.2: Evaluating Information The graduate accurately evaluates the validity, reliability, and significance of information in a given context.

Competency 103.2.3: Documenting Sources The graduate documents sources accurately.

Subdomain 103.3 — Writing Skills

Competency 103.3.1: Adaptation The graduate adapts the style and format of a message to suit different audiences or purposes.

Competency 103.3.2: Writing Process The graduate understands and uses the writing process to produce well-constructed informational texts.

Competency 103.3.4: Logic, Clarity, & Persuasiveness The graduate distinguishes fact from opinion and presents a position that is supported by evidence that is presented clearly, logically, and persuasively.

Subdomain 103.4 — Presentation Skills

Competency 103.4.1: Organizing Ideas The graduate effectively organizes ideas for oral presentation.

Competency 103.4.2: Presentation Technique The graduate presents information to an audience using effective verbal and nonverbal communication strategies and techniques.

Required Learning Resources

The learning resources required to complete this course are listed below. Links to these resources are found under the Learning Resources tab of the Academic Action Plan in the my.wgu.edu portal.

- Behrens, L. & Rosen L. J. *Writing and reading across the curriculum*, brief edition (2nd edition). 2007. New York: Pearson Longman. ISBN 0-321-39581-6.
- Dornan, E. A. *The brief English handbook* (8th edition). 2007. New York: Pearson Longman. ISBN 0-321-40927-2.
- Smith, B. D. *The reader's handbook: reading strategies for college and everyday life* (3rd edition). 2007. New York: Pearson Longman. ISBN-10 032176840.

Learning Tasks

For a more in-depth and modular listing of the learning tasks, go to:

<http://pilot.educommons.usu.edu/wgu/liberal-arts/lcta-research-writing-and-oral-presentation-task>.

Topic	Reading/Website/Learning Resources
Week 1	
Selecting a Topic	<ul style="list-style-type: none"> • Select the topic for your research paper. Submit Task 1 of the LCTA in Taskstream.
Audience Analysis	<ul style="list-style-type: none"> • For additional information on writing a research report for a particular audience, see: http://owl.english.purdue.edu/workshops/hypertext/reportW/audience.html • Think about to whom you paper will be directed. Submit Task 2 of the LCTA in Taskstream.
Week 2	
Research	<ul style="list-style-type: none"> • Read the section titled “Reading Scholarly Reference Works” in The Reader’s Handbook, pp. 314-323. • Submit Task 3 of the LCTA in Taskstream.
Annotated Bibliography	<ul style="list-style-type: none"> • For examples and information about annotated bibliographies following APA guidelines, go to these two sites: http://library.umcrookston.edu/annotate.htm www.library.cornell.edu/okuref/research/skill28.htm • Complete your annotated bibliography and submit Task 4 of the LCTA in Taskstream.
Week 3	
Primary Research	<ul style="list-style-type: none"> • For guidelines on planning and conducting an interview, look for a PowerPoint presentation, “Field Research: Conducting an Interview,” on the web site for the online writing lab at Purdue: http://owl.english.purdue.edu/workshops/pp/interviewing.ppt • For help in planning a survey, look for a concise ehandout on designing and conducting surveys at: http://www.websurveyor.com/pdf/designtips.pdf • Complete your survey or interview and submit Task 5 of the LCTA in Taskstream
Thesis Statement	<ul style="list-style-type: none"> • For information about writing a thesis statement, go to: http://www.indiana.edu/~wts/pamphlets/thesis_statement.shtml • Write your thesis statement and submit Task 6 of the LCTA in Taskstream.
Week 4	
Organization	<ul style="list-style-type: none"> • Look at the section on “The Research Paper” in The Brief English Handbook, pp. 350-423. This section includes advice on many aspects of research writing, including guidelines for APA citation. • Complete your outline and submit Task 7 of the LCTA in Taskstream.
Draft	<ul style="list-style-type: none"> • Writing and Reading Across the Curriculum, pp. 21-23. • For more information on plagiarism, including unintentional plagiarism, see:

		http://www.indiana.edu/~wts/pamphlets/plagiarism.shtml <ul style="list-style-type: none"> • Complete a draft of your paper.
	Revision and Editing	<ul style="list-style-type: none"> • For information on revising your draft, see: http://www.unc.edu/depts/wcweb/handouts/revision.html • For editing and proofreading strategies, see: http://owl.english.purdue.edu/handouts/general/gl_edit.html • Make revisions to your paper. Submit Task 8 of the LCTA in Taskstream.
Week 5		
	Planning Your Presentation	<ul style="list-style-type: none"> • Think about to whom your presentation will be directed. Submit Task 9 of the LCTA in Taskstream. • Create an outline for your presentation. Submit your presentation outline in Task 10 of the LCTA in Taskstream. • Create visual aide(s) for your presentation. Submit Task 11 of the LCTA in Taskstream.
	Delivering Your Presentation	<ul style="list-style-type: none"> • Read the section on oral presentations in The Brief English Handbook, pp. 438-446 • If you'd like more tips for delivering a presentation, go to: www.cs.cmu.edu/~mihai/presentation-rules.html • Videotape your presentation. Submit Task 12 of the LCTA in Taskstream.