

*NVC Communication Skills Common Courses (Draft)*

***NATIONAL BOARD FOR TECHNICAL EDUCATION***

**Communication Skills**

**For**

**VEI**

**CURRICULUM AND COURSE SPECIFICATIONS**

***2007***

***PLOT 'B' BIDA ROAD, P.M.B. 2239, KADUNA – NIGERIA***

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<b>PROGRAMME</b>	<b>:</b>	<b>NATIONAL VOCATIONAL CERTIFICATE</b>
<b>COURSE</b>	<b>:</b>	<b>USE OF LIBRARY</b>
<b>CODE</b>	<b>:</b>	<b>CSK 101</b>
<b>DURATION</b>	<b>:</b>	<b>ONE TERM</b>
<b>UNITS</b>	<b>:</b>	<b>2</b>
<b>GOAL</b>	<b>:</b>	<b>This course is designed to provide the student with knowledge and skill to use the Library effectively.</b>

**GENERAL OBJECTIVES: On completion of the course, the trainee should:**

- 1.0 Know the different library sections and tools.**
- 2.0 Know how to use library tools.**

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<b>PROGRAMME: NATIONAL VOCATIONAL CERTIFICATE</b>						
<b>Course: Use of Library</b>		<b>COURSE CODE: CSK 101</b>		<b>CONTACT HOURS: 2hours/week</b>		
<b>THEORETICAL: hours/week</b>						
<b>Theory Content</b>				<b>Practical Content</b>		
<b>General Objective: 1.0 Know different library sections and tools</b>				<b>General Objective:</b>		
<b>WEEK</b>	<b>Specific Learning Outcome</b>	<b>Teacher's Activities</b>	<b>Learning Resources</b>	<b>Specific Learning objective</b>	<b>Teachers Activities</b>	<b>Learning Resources</b>
1	1.1 Enumerate the different sections of a standard library.	<ul style="list-style-type: none"> <li>• Guide the students through the library.</li> </ul>				
	1.2 State the functions of the different sections enumerated.	<ul style="list-style-type: none"> <li>• Guide the students through the library.</li> </ul>				
2	1.3 List the tools found in the different sections enumerated.	<ul style="list-style-type: none"> <li>• Guide the students through the library.</li> </ul>				
<b>General Objective:</b>				<b>General Objective: 2.0 Know how to use the library tools.</b>		
<b>WEEK</b>	<b>Specific Learning Outcome</b>	<b>Teacher's Activities</b>	<b>Learning Resources</b>	<b>Specific Learning objective</b>	<b>Teachers Activities</b>	<b>Learning Resources</b>
3				2.1 Use the manual or computer catalogues correctly.	<ul style="list-style-type: none"> <li>• Give assignments that would require extensive use of library resources.</li> </ul>	<ul style="list-style-type: none"> <li>• Multi-media projector</li> <li>• Computers</li> <li>• Closed-circuit television</li> </ul>
4				2.2 Locate specific titles using the catalogues.	<ul style="list-style-type: none"> <li>• Give assignments that would require extensive use of library resources.</li> </ul>	

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5				2.3 Locate specific books on the shelves.	<ul style="list-style-type: none"><li>• Give assignments that would require extensive use of library resources.</li></ul>	
6-7				2.4 Use reference materials effectively.	<ul style="list-style-type: none"><li>• Give assignments that would require extensive use of library resources.</li></ul>	
8-12				2.5 Carry out specific assignments using reference materials.	<ul style="list-style-type: none"><li>• Give assignments that would require extensive use of library resources.</li></ul>	

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<b>PROGRAMME</b>	<b>:</b>	<b>NATIONAL VOCATIONAL CERTIFICATE</b>
<b>COURSE</b>	<b>:</b>	<b>SPEAKING SKILLS IN ENGLISH</b>
<b>CODE</b>	<b>:</b>	<b>CSK 102</b>
<b>DURATION</b>	<b>:</b>	<b>ONE TERM</b>
<b>UNITS</b>	<b>:</b>	<b>2</b>
<b>GOAL</b>	<b>:</b>	<b>This course is designed to enable the student speak English correctly and fluently.</b>

**GENERAL OBJECTIVES: On completion of the course, the student should:**

- 1.0 Know the difference between consonants and vowels.**
- 2.0 Know the sound contrasts in the English Language.**
- 3.0 Know how to correctly pronounce words in English.**

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<b>PROGRAMME: NATIONAL VOCATIONAL CERTIFICATE</b>						
<b>Course: Speaking Skill in English</b>		<b>COURSE CODE: CSK 102</b>		<b>CONTACT HOURS: 2hours/week</b>		
<b>Theory Content</b>				<b>Practical Content</b>		
<b>General Objective: 1.0 Know the difference between consonants and vowels in English.</b>				<b>General Objective:</b>		
<b>WEEK</b>	<b>Specific Learning Outcome</b>	<b>Teacher's Activities</b>	<b>Learning Resources</b>	<b>Specific Learning objective</b>	<b>Teachers Activities</b>	<b>Learning Resources</b>
1	1.1 Explain the difference between consonants and vowels.	<ul style="list-style-type: none"> <li>Show the difference between consonants and vowels.</li> </ul>		1.1 Identify consonant and vowel sounds.	<ul style="list-style-type: none"> <li>Make consonant and vowel sounds to students.</li> </ul>	<ul style="list-style-type: none"> <li>Language Laboratory</li> </ul>
<b>General Objective: 2.0 Know the sound contracts in the English Language.</b>						
<b>WEEK</b>	<b>Specific Learning Outcome</b>	<b>Teacher's Activities</b>	<b>Learning Resources</b>	<b>Specific Learning objective</b>	<b>Teachers Activities</b>	<b>Learning Resources</b>
2	2.1 Explain sound contrasts.	<ul style="list-style-type: none"> <li>Explain sound contrasts.</li> </ul>		2.1 Clearly distinguish sound contrasts in the consonantal system.	<ul style="list-style-type: none"> <li>Make the student distinguish between: the - day fan - van wash - watch, etc</li> </ul>	
3				2.2 Clearly distinguish sound contrasts in the vowel system.	<ul style="list-style-type: none"> <li>Make the student distinguish between: be - bee pack - park shot - short, etc</li> </ul>	
4				2.3 Distinguish between voiced and voiceless consonants.	3. Make the student distinguish between:	

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					sink - zinc bat - pat cap - gap, etc	
5	2.4 Explain stressed and unstressed syllables.	<ul style="list-style-type: none"> <li>• Explain stressed and unstressed syllables.</li> </ul>		2.5 Contrast stressed and unstressed syllables to create changes in meaning.	<ul style="list-style-type: none"> <li>• Make the students distinguish between words that serve as nouns and verbs such as: increase, export, import, produce, etc</li> </ul>	
<b>General Objectives:</b>				<b>General Objectives: 3.0 Know how to correctly pronounce words in English.</b>		
6	3.1 Explain consonant clusters.	<ul style="list-style-type: none"> <li>• Explain consonant clusters.</li> </ul>		3.1 Properly articulate consonant clusters.	<ul style="list-style-type: none"> <li>• Make the students pronounce: stretch, scream, scrutiny, strain, sprite, strength, etc</li> </ul>	
7-12				3.2 Do exercises in general speech training.	<ul style="list-style-type: none"> <li>• Guide students in general speech training.</li> </ul>	

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<b>PROGRAMME</b>	<b>:</b>	<b>NATIONAL VOCATIONAL CERTIFICATE</b>
<b>COURSE</b>	<b>:</b>	<b>ENGLISH GRAMMAR</b>
<b>CODE</b>	<b>:</b>	<b>CSK 103</b>
<b>DURATION</b>	<b>:</b>	<b>ONE TERM</b>
<b>UNITS</b>	<b>:</b>	<b>2</b>
<b>GOAL</b>	<b>:</b>	<b>This course is designed to equip the student with basic English grammatical skills.</b>

**GENERAL OBJECTIVES: On completion of the course, the students should:**

- 1.0 Know lexical and structural patterns in English.**
- 2.0 Know how to correctly use lexical and structural patterns in English.**

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<b>PROGRAMME: NATIONAL VOCATIONAL CERTIFICATE</b>						
<b>Course: English Grammar</b>		<b>COURSE CODE: CSK 103</b>		<b>CONTACT HOURS: 2hours/week</b>		
<b>Theoretical content</b>				<b>Practical Content</b>		
<b>General Objective: 1.0 Know lexical and structural patterns in English</b>				<b>General Objective :</b>		
<b>WEEK</b>	<b>Specific Learning Outcome</b>	<b>Teacher’s Activities</b>	<b>Learning Resources</b>	<b>Specific Learning objective</b>	<b>Teachers Activities</b>	<b>Learning Resources</b>
1	1.1 Define the different parts of speech.	<ul style="list-style-type: none"> <li>• Explain parts of speech.</li> </ul>		1.1 Use different parts of speech correctly.	<ul style="list-style-type: none"> <li>• Guide students</li> </ul>	
2	1.2 Define a phrase.	<ul style="list-style-type: none"> <li>• Explain phrases</li> </ul>		1.2 Construct correct phrases.	<ul style="list-style-type: none"> <li>• Guide students</li> </ul>	
	1.3 Define a clause.	<ul style="list-style-type: none"> <li>• Explain clauses</li> </ul>		1.3 Construct correct clauses	<ul style="list-style-type: none"> <li>• Guide students</li> </ul>	
3	1.4 Define a sentence.	<ul style="list-style-type: none"> <li>• Explain sentences</li> </ul>		1.4 Construct correct sentences.	<ul style="list-style-type: none"> <li>• Guide students</li> </ul>	
4	1.5 Describe the types of sentences.	<ul style="list-style-type: none"> <li>• Explain sentence types.</li> </ul>		1.5 Construct different types of sentences correctly.	<ul style="list-style-type: none"> <li>• Guide students</li> </ul>	
5	1.6 Explain subject-verb agreement.			1.6 Construct sentences to show correct subject-verb agreement.	<ul style="list-style-type: none"> <li>• Guide students</li> </ul>	
6	1.7 Explain pronoun-antecedent agreement.			1.7 Construct sentences to show correct pronoun-antecedent agreement.	<ul style="list-style-type: none"> <li>• Guide students</li> </ul>	

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	<b>General Objective:</b>			<b>General Objective: 2.0 Know how to correctly use lexical and structural patterns.</b>		
<b>WEEK</b>	<b>Specific Learning Outcome</b>	<b>Teacher's Activities</b>	<b>Learning Resources</b>	<b>Specific Learning objective</b>	<b>Teachers Activities</b>	<b>Learning Resources</b>
7	2.1 Define synonyms	• Give examples		2.1 Use synonyms correctly.	• Guide students	
8	2.2 Define antonyms	• Give examples		2.2 Use antonyms correctly	• Guide students	
9	2.3 Define idioms	• Give examples		2.3 Construct sentences with idioms.	• Guide students	
10	2.4 Define figures of speech	• Give examples		2.4 Construct sentences with different figures of speech.	• Guide students	
11-12	2.5 Explain punctuation	• Guide students		2.5 Use punctuation marks correctly.	• Guide students	

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<b>PROGRAMME</b>	<b>:</b>	<b>NATIONAL VOCATIONAL CERTIFICATE</b>
<b>COURSE</b>	<b>:</b>	<b>FAST READING</b>
<b>CODE</b>	<b>:</b>	<b>CSK 201</b>
<b>DURATION</b>	<b>:</b>	<b>ONE TERM</b>
<b>UNITS</b>	<b>:</b>	<b>2</b>
<b>GOAL</b>	<b>:</b>	<b>This course is designed to enable the student acquire speed reading skills.</b>

**GENERAL OBJECTIVES: On completion of the course, the student should:**

- 1.0 Know different reading speeds.**
- 2.0 Know how to read at different speeds.**

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<b>PROGRAMME: NATIONAL VOCATIONAL CERTIFICATE</b>						
<b>Course: Fast Reading</b>		<b>COURSE CODE: CSK 201</b>		<b>CONTACT HOURS: 2hours/week</b>		
<b>General Objective: 1.0 Know different reading speeds.</b>			<b>General Objective :</b>			
<b>WEEK</b>	<b>Specific Learning Outcome</b>	<b>Teacher's Activities</b>	<b>Learning Resources</b>	<b>Specific Learning objective</b>	<b>Teachers Activities</b>	<b>Learning Resources</b>
1	1.1 Distinguish between different reading speeds.	<ul style="list-style-type: none"> <li>Analyse different reading speeds.</li> </ul>		1.1 Describe different reading speeds.	<ul style="list-style-type: none"> <li>Guide trainees</li> </ul>	
<b>General Objective:</b>				<b>General Objective: 2.0 Know how to read at different speeds.</b>		
<b>WEEK</b>	<b>Specific Learning Outcome</b>	<b>Teacher's Activities</b>	<b>Learning Resources</b>	<b>Specific Learning objective</b>	<b>Teachers Activities</b>	<b>Learning Resources</b>
2-3				2.1 Skim a passage for the main points.	<ul style="list-style-type: none"> <li>Guide the students on how to skim with the aid of an overhead projector.</li> </ul>	<ul style="list-style-type: none"> <li>Projector</li> </ul>
4-5				2.2 Enumerate the main points skimmed.	<ul style="list-style-type: none"> <li>Guide students</li> </ul>	
6-7				2.3 Extract required information from a given passage within a given time.	<ul style="list-style-type: none"> <li>Guide students</li> </ul>	
8-9				2.4 Correctly answer questions on various passages read.	<ul style="list-style-type: none"> <li>Guide students</li> </ul>	
10-12				2.5 Practice reading of given passages at increasing speeds.	<ul style="list-style-type: none"> <li>Guide students</li> </ul>	

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<b>PROGRAMME</b>	<b>:</b>	<b>NATIONAL VOCATIONAL CERTIFICATE</b>
<b>COURSE</b>	<b>:</b>	<b>COMPREHENSION AND SUMMARY</b>
<b>CODE</b>	<b>:</b>	<b>CSK 202</b>
<b>DURATION</b>	<b>:</b>	<b>ONE TERM</b>
<b>UNITS</b>	<b>:</b>	<b>2</b>
<b>GOAL</b>	<b>:</b>	<b>This course is designed to provide the students with the skills necessary for understanding and summarizing fairly lengthy texts.</b>

**GENERAL OBJECTIVES: On completion of the course, the students should:**

- 1.0 Know how to read and answer questions on a given text.**
- 2.0 Know how to read and summarize a text of not more than two pages.**

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<b>PROGRAMME: NATIONL VOCATIONAL CERTIFICATE</b>						
<b>Course: Comprehension and Summary</b>		<b>COURSE CODE: CSK 202</b>		<b>CONTACT HOURS: 2hours/week</b>		
<b>Theoretical content</b>				<b>Practical Content</b>		
<b>General Objective: 1.0 Know how to read and answer questions on a given text</b>				<b>General Objective :</b>		
<b>WEEK</b>	<b>Specific Learning Outcome</b>	<b>Teacher's Activities</b>	<b>Learning Resources</b>	<b>Specific Learning objective</b>	<b>Teachers Activities</b>	<b>Learning Resources</b>
1	1.1 Answer questions correctly on given texts.	<ul style="list-style-type: none"> <li>• Guide students in comprehending texts correctly.</li> </ul>		1.1 Read quickly to get the general idea of a given passage.	<ul style="list-style-type: none"> <li>• Provide a suitable passage.</li> </ul>	
				1.2 Answer questions from the passage read.	<ul style="list-style-type: none"> <li>• Ask questions to test understanding of the passage read.</li> </ul>	
2				1.3 Pick out the main ideas in each paragraph of a given passage.	<ul style="list-style-type: none"> <li>• Provide suitable texts.</li> </ul>	
3				1.4 Logically arrange the main points in a given passage using own words.	<ul style="list-style-type: none"> <li>• Provide suitable texts.</li> </ul>	
<b>General Objective: 2.0 Know how to read and summarize a text of not more than two pages.</b>				<b>General Objective:</b>		
<b>WEEK</b>	<b>Specific Learning Outcome</b>	<b>Teacher's Activities</b>	<b>Learning Resources</b>	<b>Specific Learning objective</b>	<b>Teachers Activities</b>	<b>Learning Resources</b>
4	2.1 Answer questions correctly on a given text of two pages.	<ul style="list-style-type: none"> <li>• Guide students in comprehending text.</li> </ul>		2.2 Read quickly to get the main idea of a text of one and a half pages.	<ul style="list-style-type: none"> <li>• Provide a suitable text.</li> </ul>	

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5				2.3 Answer questions from the text read.	Ask questions to test understanding of the passage read.	
6				2.4 Read quickly to get the main idea of a text of two pages.	Provide a suitable text.	
7				2.5 Answer questions from the text read.	Ask questions to test understanding of the passage read.	
8				2.6 Pick out the main idea in each paragraph of the text read.	Guide students	
9				2.7 Summarize the text read in own words.	Guide students	
10-12				2.8 Practice summarizing various texts.	Guide students	

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<b>PROGRAMME</b>	<b>:</b>	<b>NATIONAL VOCATIONAL CERTIFICATE</b>
<b>COURSE</b>	<b>:</b>	<b>LITERATURE I</b>
<b>CODE</b>	<b>:</b>	<b>CSK 203</b>
<b>DURATION</b>	<b>:</b>	<b>ONE TERM</b>
<b>UNITS</b>	<b>:</b>	<b>2</b>
<b>GOAL</b>	<b>:</b>	<b>This course is designed to enable the student enjoy and appreciate literature.</b>

**GENERAL OBJECTIVES: On completion of the course the student should:**

- 1.0 Know the different genres of literature.**
- 2.0 Know the basic characteristics of the genres.**

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<b>PROGRAMME: NATIONAL VOCATIONAL CERTIFICATE</b>						
<b>Course: Literature 1</b>		<b>COURSE CODE: CSK 203</b>		<b>CONTACT HOURS: 2hours/week</b>		
<b>Theoretical content</b>				<b>Practical Content</b>		
	<b>General Objective:1.0 Know the different genres of literature.</b>			<b>General Objective :</b>		
<b>WEEK</b>	<b>Specific Learning Outcome</b>	<b>Teacher’s Activities</b>	<b>Learning Resources</b>	<b>Specific Learning objective</b>	<b>Teachers Activities</b>	<b>Learning Resources</b>
1	Explain the different genres of Literature.	<ul style="list-style-type: none"> <li>Analyse prose, drama and poetry.</li> </ul>				
2	Explain the theme of a given text.	<ul style="list-style-type: none"> <li>Explain theme</li> </ul>				
3	Explain the plot of a given text.	<ul style="list-style-type: none"> <li>Explain plot</li> </ul>				
4	Describe characters in a given text.	<ul style="list-style-type: none"> <li>Guide students and provide suitable texts.</li> </ul>		1.4 Analyze specific characters in a given text.	Guide trainees	
	<b>General Objective: 2.0 Know the basic characteristics of the genres of Literature</b>			<b>General Objective:</b>		
<b>WEEK</b>	<b>Specific Learning Outcome</b>	<b>Teacher’s Activities</b>	<b>Learning Resources</b>	<b>Specific Learning objective</b>	<b>Teachers Activities</b>	<b>Learning Resources</b>
5	2.1 Describe the characteristics of prose.	<ul style="list-style-type: none"> <li>Guide students</li> </ul>				
6	2.2 Describe the characteristics of drama.	<ul style="list-style-type: none"> <li>Guide students</li> </ul>				

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7	2.3 Describe the characteristics of poetry.	• Guide students				
8				2.4 Identify new words and expressions from a given text.	Provide suitable texts	
9				2.5 Answer questions after reading a text.	Provide suitable texts	
10				2.6 Identify figurative expressions in a text.	Provide suitable texts	
11-12				2.7 Appreciate a given text by relating it to real life.	Provide suitable texts	

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<b>PROGRAMME</b>	<b>:</b>	<b>NATIONAL VOCATIONAL CERTIFICATE</b>
<b>COURSE</b>	<b>:</b>	<b>CORRESPONDENCE</b>
<b>CODE</b>	<b>:</b>	<b>CSK 301</b>
<b>DURATION</b>	<b>:</b>	<b>ONE TERM</b>
<b>UNITS</b>	<b>:</b>	<b>2</b>
<b>Course Main Aim/Goal</b>	<b>:</b>	<b>This course is designed to equip the students with the skills and competencies necessary for all forms of correspondence.</b>

**GENERAL OBJECTIVES: On completion of the course the students should:**

- 1.0 Understand the intent of different types of formal letters.**
- 2.0 Know how to write formal letters.**

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<b>PROGRAMMES: NATIONAL VOCATIONAL CERTIFICATE</b>						
<b>Course: Correspondence</b>		<b>COURSE CODE: CSK 301</b>		<b>CONTACT HOURS: 2hours/week</b>		
	<b>General Objective: Understand the intent of different types of formal letters.</b>		<b>General Objective :</b>			
<b>WEEK</b>	<b>Specific Learning Outcome</b>	<b>Teacher's Activities</b>	<b>Learning Resources</b>	<b>Specific Learning objective</b>	<b>Teachers Activities</b>	<b>Learning Resources</b>
1	1.1 Explain the parts of a formal letter.	<ul style="list-style-type: none"> <li>• Explain the parts of a formal letter.</li> </ul>				
2	1.2 Outline the format of a formal letter.	<ul style="list-style-type: none"> <li>• Give an outline of a formal letter.</li> </ul>		1.2 Make an outline of a formal letter.	<ul style="list-style-type: none"> <li>• Guide students</li> </ul>	
3	State the purposes of formal letters.	<ul style="list-style-type: none"> <li>• Give the purposes of formal letters</li> </ul>				
4	Explain the punctuation of formal letters.	<ul style="list-style-type: none"> <li>• Punctuate formal letters.</li> </ul>				
	<b>General Objective:</b>			<b>General Objective: 2.0 Know how to write formal letters.</b>		
<b>WEEK</b>	<b>Specific Learning Outcome</b>	<b>Teacher's Activities</b>	<b>Learning Resources</b>	<b>Specific Learning objective</b>	<b>Teachers Activities</b>	<b>Learning Resources</b>
5				2.1 Enumerate the circumstances that require formal letters.	<ul style="list-style-type: none"> <li>• Analyze the different circumstances.</li> </ul>	
6				2.2 State the content of every part of a formal letter.	<ul style="list-style-type: none"> <li>• Guide students</li> </ul>	
7				2.3 Analyze different types of formal letters in terms of ideas, style, structure, and punctuation.	<ul style="list-style-type: none"> <li>• Guide students</li> </ul>	
8-12				2.4 Write different types of formal letters, e.g. private, social, business, official.	<ul style="list-style-type: none"> <li>• Guide students in producing different types of formal letters.</li> </ul>	

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<b>PROGRAMME</b>	<b>:</b>	<b>NATIONAL VOCATIONAL CERTIFICATE</b>
<b>COURSE</b>	<b>:</b>	<b>ESSAY WRITING</b>
<b>CODE</b>	<b>:</b>	<b>CSK 302</b>
<b>DURATION</b>	<b>:</b>	<b>ONE TERM</b>
<b>UNITS</b>	<b>:</b>	<b>2 HOURS PER WEEK</b>
<b>Course Main Aim/Goal</b>	<b>:</b>	<b>This course is designed to equip the student with the techniques of writing good essays.</b>

**GENERAL OBJECTIVES: On completion of the course, the student should:**

- 1.0 Know how to plan a good essay outline.**
- 2.0 Know how to write a good essay.**

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<b>PROGRAMME: NATIONAL VOCATIONAL CERTIFICATE</b>						
<b>Course: Essay Writing</b>		<b>COURSE CODE: CSK 302</b>		<b>CONTACT HOURS: 2hours/week</b>		
<b>Theoretical content</b>				<b>Practical Content</b>		
<b>General Objective: 1.0 Know how to plan a good essay outline.</b>				<b>General Objective :</b>		
<b>WEEK</b>	<b>Specific Learning Outcome</b>	<b>Teacher's Activities</b>	<b>Learning Resources</b>	<b>Specific Learning objective</b>	<b>Teachers Activities</b>	<b>Learning Resources</b>
1-2	1.1 Define an outline	<ul style="list-style-type: none"> <li>Explain outline of a good essay.</li> </ul>		1.1 Write an outline on various topics.	<ul style="list-style-type: none"> <li>Guide student</li> </ul>	
3				1.2 Arrange the outline logically.	<ul style="list-style-type: none"> <li>Guide student</li> </ul>	
4				1.3 Make an outline on a given topic.	<ul style="list-style-type: none"> <li>Guide student</li> </ul>	
<b>General Objective: 2.0 Know how to write a good essay</b>				<b>General Objective:</b>		
<b>WEEK</b>	<b>Specific Learning Outcome</b>	<b>Teacher's Activities</b>	<b>Learning Resources</b>	<b>Specific Learning objective</b>	<b>Teachers Activities</b>	<b>Learning Resources</b>
5	Define a topic sentence.	<ul style="list-style-type: none"> <li>Describe a topic sentence.</li> </ul>		1.1 Write a topic sentence.	<ul style="list-style-type: none"> <li>Guide student</li> </ul>	
6				1.2 Expand the topic sentence into a paragraph.	<ul style="list-style-type: none"> <li>Assess the topic sentence produced</li> </ul>	
7				1.3 Describe a simple object in a paragraph.	<ul style="list-style-type: none"> <li>Assess the student</li> </ul>	
8				1.4 Describe a simple action in a paragraph.	<ul style="list-style-type: none"> <li>Assess the action paragraph</li> </ul>	

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9				1.5 Describe a process in a paragraph.	<ul style="list-style-type: none"><li>• Guide student</li></ul>	
10				1.6 Develop an outline into an essay.	<ul style="list-style-type: none"><li>• Assist the student</li></ul>	
11-12				1.7 Write essays on various topics.	<ul style="list-style-type: none"><li>• Grade the essays produced.</li></ul>	

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<b>PROGRAMME</b>	<b>:</b>	<b>NATIONAL VOCATIONAL CERTIFICATE</b>
<b>COURSE</b>	<b>:</b>	<b>LITERATURE II</b>
<b>CODE</b>	<b>:</b>	<b>CSK 303</b>
<b>DURATION</b>	<b>:</b>	<b>ONE TERM</b>
<b>UNITS</b>	<b>:</b>	<b>2</b>
<b>Course Main Aim/Goal</b>	<b>:</b>	<b>This course is designed to enhance the student's appreciation of literary texts.</b>

**GENERAL OBJECTIVES: On completion of the course the student should:**

- 1.0 Know how to analyze the theme of a literary text.**
- 2.0 Know how to analyze the plot of a literary text.**
- 3.0 Know how to appreciate a poem.**
- 4.0 Know how to explain figures of speech in a text.**

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<b>PROGRAMMES: NATIONAL VOCATIONAL CERTIFICATE</b>						
<b>Course: Literature II</b>		<b>COURSE CODE: CSK 303</b>		<b>CONTACT HOURS: 2</b>		
<b>Theoretical content</b>				<b>Practical Content</b>		
<b>General Objective: 1.0 Know how to analyze the theme of a literary text.</b>				<b>General Objective:</b>		
<b>WEEK</b>	<b>Specific Learning Outcome</b>	<b>Teacher's Activities</b>	<b>Learning Resources</b>	<b>Specific Learning objective</b>	<b>Teachers Activities</b>	<b>Learning Resources</b>
1-3	1.1 Define a theme	<ul style="list-style-type: none"> <li>Define a theme</li> </ul>				
	1.2 Identify the theme of a literary text.	<ul style="list-style-type: none"> <li>Identify the theme of a literary text.</li> </ul>	Suitable text(s)			
	1.3 Explain the theme of a literary text.	<ul style="list-style-type: none"> <li>Describe the theme of a literary text.</li> </ul>	Suitable text(s)			
					1.4 Analyze the atmosphere (feeling) produced by a literary text.	<ul style="list-style-type: none"> <li>Assist the student</li> </ul>
<b>General Objective:2.0 Know how to analyze the plot of a literary text.</b>				<b>General Objective:</b>		
<b>WEEK</b>	<b>Specific Learning Outcome</b>	<b>Teacher's Activities</b>	<b>Learning Resources</b>	<b>Specific Learning objective</b>	<b>Teachers Activities</b>	<b>Learning Resources</b>
4-6	2.1 Define a plot.	<ul style="list-style-type: none"> <li>Describe a plot</li> </ul>				
	2.2 Describe the plot of a literary text.	<ul style="list-style-type: none"> <li>Describe the plot of a literary text.</li> </ul>	<ul style="list-style-type: none"> <li>Suitable text(s)</li> </ul>			
	2.3 Analyze the characters in a given literary text.	<ul style="list-style-type: none"> <li>Analyze the characters in a given literary text.</li> </ul>	<ul style="list-style-type: none"> <li>Suitable text(s)</li> </ul>			

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<b>General Objective: 3.0 Know how to appreciate a poem.</b>				<b>General Objective:</b>		
<b>WEEK</b>	<b>Specific Learning Outcome</b>	<b>Teacher's Activities</b>	<b>Learning Resources</b>	<b>Specific Learning objective</b>	<b>Teachers Activities</b>	<b>Learning Resources</b>
7-9	3.1 Define poetry.	<ul style="list-style-type: none"> <li>• Describe poetry</li> </ul>				
	3.2 Explain rhythm.	<ul style="list-style-type: none"> <li>• Describe rhythm</li> </ul>				
	3.3 Explain rhyme	<ul style="list-style-type: none"> <li>• Explain rhyme</li> </ul>				
				3.1 Analyze the rhyme scheme in given poems.	<ul style="list-style-type: none"> <li>• Grade the poems</li> </ul>	
<b>General Objective:4.0 Know how to explain figures of speech in a text.</b>				<b>General Objective:</b>		
<b>WEEK</b>	<b>Specific Learning Outcome</b>	<b>Teacher's Activities</b>	<b>Learning Resources</b>	<b>Specific Learning objective</b>	<b>Teachers Activities</b>	<b>Learning Resources</b>
10-12	4.1 Explain different figures of speech.	<ul style="list-style-type: none"> <li>• Explain figures of speech.</li> </ul>				
	4.2 Identify figures of speech in a given text.	<ul style="list-style-type: none"> <li>• Identify figures of speech on a given text.</li> </ul>				
				4.3 Analyze the effects created by figures of speech in a text.	<ul style="list-style-type: none"> <li>• Assist students</li> </ul>	

