



**C.W. Jefferys C. I.  
Special Education Department**

**2020-2021 COURSE OUTLINE AND EVALUATION**

**Quad:**

**GLE 109 – Learning Strategies: Skills for Success in Secondary School, Gr.9 (Open)**

**Credit Value:** 1.0  
**Prerequisite:** None  
**Hours of Instruction:** 110  
**Teacher (s):**

**ACL:** Ms. R. Preca      **Phone:** 416-395-3170, ext. 20041      **Email:** [rudi.preca@tdsb.on.ca](mailto:rudi.preca@tdsb.on.ca)

**Room: 202**

**Text(s):**

- *Learn Smart: Strategies to Succeed in School and Life*
- Other supplemental materials

**Overview:**

This course focuses on learning strategies to help students become better, more independent learners. Students will learn how to develop and apply literacy and numeracy skills, personal management skills, and interpersonal and teamwork skills to improve their learning and achievement in school, the workplace, and the community. This course will help students build confidence and motivation to pursue opportunities for success in secondary school and beyond.

***In this course, you will be expected to provide evidence that you can:***

**Learning Skills**

- Identify and use a variety of literacy skills and strategies to improve reading, writing, and oral communication in everyday contexts;
- Identify and use a variety of numeracy skills and strategies to improve their practical application of mathematics in everyday contexts;
- Demonstrate an understanding of learning skills and strategies required for success in school.

**Personal Knowledge and Management Skills**

- Apply knowledge of their personal skills and learning strengths to develop strategies for success in secondary school;
- Identify and describe personal-management skills required for success, and explain their use to help maximize learning;
- Demonstrate the use of personal-management skills and strategies to enhance learning.

**Interpersonal Knowledge and Skills**

- Identify and describe the knowledge and skills necessary for successful interpersonal relations and teamwork;
- Assess their interpersonal and teamwork skills and strategies, and explain how those skills requiring further development affect their learning;
- Demonstrate the ability to apply appropriate interpersonal and teamwork skills in a variety of learning environments.

### **Exploration of Opportunities**

- Apply their knowledge of school, work, and community involvement opportunities to develop a personal learning plan
- Demonstrate an understanding of school and community resources and how these can be utilized to support their learning needs
- Develop a portfolio of documents pertaining to self-assessment, research, and career exploration that are necessary for planning a pathway for secondary school success

### **Assessment & Evaluation:**

Students will be evaluated through the use of rubrics. Teacher's observations, anecdotal reports, student/teacher conferencing and self-evaluation will be implemented to formulate each student's midterm and final report.

Most class work will be completed during class time. Any additional work will be carefully recorded in the student's day planner. There will not be a final exam for this course but there will be a summative assignment. Time will also be spent completing assignments, reviewing and studying for other courses.

<b><i>Knowledge &amp; Understanding</i></b> Emphasizes the ability to recall factual information, recognize fundamental concepts and the foundational skills of the subject/discipline.	20%
<b><i>Thinking/ Inquiry</i></b> Emphasizes the thinking skills used in thinking processes to demonstrate the student's understanding of information they have processed.	15%
<b><i>Communication</i></b> Emphasizes the clear, precise and effective use of oral, written and visual language to communicate the student's understanding of information and ideas	15%
<b><i>Application</i></b> Emphasizes the application and integration of knowledge, skills, processes and techniques to produce evidence of the student's understanding.	20%
<b><i>Summative - Culminating Task</i></b>	30%

### **Learning Skills & Work Habits:**

At each reporting cycle, students will be assessed on how well they develop the following:

<u><b>Responsibility</b></u> <ul style="list-style-type: none"> <li>● Acts as a responsible citizen;</li> <li>● Takes responsibility for own behaviour;</li> </ul>	<u><b>Organization</b></u> <ul style="list-style-type: none"> <li>● Creates a plan and process for tasks;</li> <li>● Manages own time;</li> </ul>	<u><b>Independent Work</b></u> <ul style="list-style-type: none"> <li>● Revises work to achieve higher success;</li> <li>● Uses class time appropriately;</li> </ul>
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<ul style="list-style-type: none"> <li>Completes and submits assigned work on time.</li> </ul>	<ul style="list-style-type: none"> <li>Uses a variety of resources to complete tasks.</li> </ul>	<ul style="list-style-type: none"> <li>Follows instructions with minimal supervision.</li> </ul>
<u>Collaboration</u> <ul style="list-style-type: none"> <li>Plays a variety of different roles when working in a group;</li> <li>Shares ideas &amp; resources with group members;</li> <li>Maintains a positive attitude when working with others.</li> </ul>	<u>Initiative</u> <ul style="list-style-type: none"> <li>Shows curiosity and interest in learning;</li> <li>Advocates for him/herself and others;</li> <li>Looks for new opportunities for learning.</li> </ul>	<u>Self-Regulation</u> <ul style="list-style-type: none"> <li>Sets individual goals and tries to achieve them;</li> <li>Asks for clarification or help when needed;</li> <li>Reflects on own strengths, needs, and interests.</li> </ul>

A rating of “Excellent (E)”, “Good (G)”, “Satisfactory (S)”, or “Needs Improvement (N)” will be reported.

Based on the Ministry of Education document, *Growing Success, Assessment, Evaluation, and Reporting in Ontario Schools, First Edition, Covering Grades 1 to 12, 2010*

### Program Outline

	What are you expected to learn?	How will you demonstrate what you’ve learned?	
<i>Units</i>	<i>Key Learnings Focus</i>	<i>Your learning will be demonstrated by what you say, write and do.</i>	<i>Texts, Materials &amp; Learning Opportunities</i>
<b>1</b> Learning Styles	-Describe and evaluate the ways you learn best -Describe your most effective ways of demonstrating learning and those you need to improve	-inventories, checklists, reading material, personal portfolio, written assignments	Provided by the teacher
<b>2</b> Time Management and Organization	-Use effective communication skills to gather information and request assistance for your learning needs -Demonstrate a variety of organizational strategies	-use of agenda -establishes priorities, creates and follows plans to complete tasks and achieve goals	Provided by the teacher
<b>3</b> Literacy Skills & Strategies	-Demonstrate effective use of a variety of writing forms and use them effectively for a variety of purposes -reading comprehension -EQAO preparation -Grammar	-writing a news report, a well-constructed paragraph opinion piece, and a multi-paragraph opinion piece -examine how to read for specific information-graphical, literary, schedules, etc.	Provided by the teacher

<b>4</b> Assistive Technology	-Use a variety of software to enhance student learning	-assignments completed using a variety of software programs -use of assistive technology in the classroom	Provided by the teacher
<b>5</b> Study and Test taking Skills	-Demonstrate study and test preparation strategies and evaluate their impact on academic success	-develop study outlines -work in small study groups -track progress on formal evaluation pieces	Provided by the teacher

#### Classroom Policies & Procedures:

- Students must wear a mask while being in class and other school environments unless otherwise directed by teachers/admin/other staff. Don't touch the outside of your mask. Click on this link: [https://www.youtube.com/watch?v=gvLA--hGU70&feature=emb\\_logo](https://www.youtube.com/watch?v=gvLA--hGU70&feature=emb_logo)
- Students must do a self-assessment for COVID 19 at home in the morning of each day prior to coming to school using this link: <https://covid-19.ontario.ca/self-assessment/> and/or in the main school entrance using the self-assessment checklist posters provided in that area.
- If a student develops any COVID 19 symptoms while being at school, he/she must report it to the classroom teacher and wait for further directions.
- Hand hygiene is very important to be maintained throughout the day: use the hand wash and hand rubbing techniques to wash/sanitize your hands as needed. Watch the following videos:  
[https://www.youtube.com/watch?time\\_continue=2&v=ETbleaNS7dM&feature=emb\\_logo](https://www.youtube.com/watch?time_continue=2&v=ETbleaNS7dM&feature=emb_logo)  
[https://www.youtube.com/watch?time\\_continue=10&v=hH23hzGkGwU&feature=emb\\_logo](https://www.youtube.com/watch?time_continue=10&v=hH23hzGkGwU&feature=emb_logo)
- A physical distance of two meters/6.5 feet from others must be kept at all times unless otherwise directed
- If teachers instruct to wear gloves while being in a classroom, the following links show you how to put them on and remove them properly:  
[https://www.youtube.com/watch?time\\_continue=1&v=Yg4eaoUTXic&feature=emb\\_logo](https://www.youtube.com/watch?time_continue=1&v=Yg4eaoUTXic&feature=emb_logo)  
[https://www.youtube.com/watch?time\\_continue=1&v=HRr7SO2rnYo&feature=emb\\_logo](https://www.youtube.com/watch?time_continue=1&v=HRr7SO2rnYo&feature=emb_logo)
- Students are expected to arrive on time for class with all the necessary classroom tools; for each class you have an in-class session every other day and also live virtual learning sessions every two other days; Refer to the four-day timetable provided to you.
- The use of electronic devices is left to the discretion of the classroom teacher;
- A note from a parent/guardian is required if a student misses an evaluation;
- It is the student's responsibility to arrange a time to make up for missed evaluations;
- Students have the opportunity to submit missed evaluations up until the evaluation has been returned;
- Students are expected to demonstrate respect for their teacher, classmates, and classroom at all times.

**Plagiarism:**

- The use of another person's words or ideas or information as the student's own writing without acknowledging the source.

This definition applies to all sources including books, internet, films, television, and other students' papers. Plagiarism is recognized as a serious offence and results in serious consequences. The response, "I did not know I was plagiarizing", is unacceptable. Plagiarism is academic theft. Students are expected to refrain from plagiarizing, learn how to cite sources, and refrain from cheating on any evaluations which may result in a mark of zero.

**COMMUNICATION**

Extra help is always available. Students should speak to \_\_\_\_\_ to arrange a time that is convenient. Parents or guardians are encouraged to contact \_\_\_\_\_ during school hours at 416-395-3170 or by e-mail at any time at \_\_\_\_\_

***Signatures:***

We encourage you to discuss the above document with your family. Once you have done so, please sign below indicating you have read and understand the requirements for successful completion of this course. Please return this sheet to your teacher.

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**Student**

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**Parent/Guardian**

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**Date**

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**Date**

**Phone Number of Parent(s)/Caregiver(s):** \_\_\_\_\_

**Email of Parent(s)/Caregiver(s):** \_\_\_\_\_