

PROF COMMUNICATION ADVANCEMENT (PCA)

PCA 500

Professional Communication Advancement Placeholder

Placeholder course for students who may need an English assessment or courses in the Professional Communication Advancement Program.

Lecture: 3 Lab: 0 Credits: 1.5,3

PCA 510

Communication Essentials

Communication Essentials will prepare students to communicate effectively with native speakers in a variety of settings by teaching language strategies, phrases, linguistic structures, and vocabulary in English. Understanding cultural context and responding appropriately will be emphasized. Placement in this course is based on placement exam results.

Lecture: 1.5 Lab: 0 Credits: 1.5

PCA 515

Strategies for Effective Communication

Strategies for Effective Communication (PCA 515) students will develop higher communicative fluency in order to discuss topics with greater competency. The goal of this course is to develop students' ability to build and sustain communication across a variety of settings. Placement in this course is based on placement exam results and/or the successful completion of the prerequisite course.

Lecture: 1.5 Lab: 0 Credits: 1.5

PCA 520

Advanced Communication Skills

Advanced Communication Skills (PCA 520) students will learn higher-level communication strategies necessary to achieve individual goals in academic and business environments. Students will also focus on the language and cultural knowledge needed to work collaboratively in the U.S. workplace. Placement in this course is based on placement exam results and/or the successful completion of the prerequisite course.

Lecture: 1.5 Lab: 0 Credits: 1.5

PCA 525

Advanced Presentation Skills

Advanced Presentation Skills (PCA 525) students will practice speaking and presenting on a wide variety of topics. Interviewing skills, group participation, numerical analysis, and public speaking will be covered in the course. The goal of this course is to enable students to give presentations that demonstrate sophisticated vocabulary and advanced communication skills. Placement in this course is based on placement exam results and/or the successful completion of the prerequisite course.

Lecture: 1.5 Lab: 0 Credits: 1.5

PCA 530

Writing for Academic and Professional Success I

Writing for Academic and Professional Success I (PCA 530) offers strategies for students to learn and practice ways to express themselves clearly in writing. The goal of this course is for students to learn to write effective, organized, coherent paragraphs and longer writing forms. This course will focus on the following: brainstorming and planning; topic sentences and thesis statements; transitional words and phrases; the American organization style; grammar; proofreading; and editing. Placement in this course is based on placement exam results.

Lecture: 1.5 Lab: 0 Credits: 1.5

PCA 540

Writing for Academic and Professional Success II

Writing for Academic and Professional Success II includes a review and refinement of academic paragraph writing to produce clear, concise, well-supported work. The goal of this course is to help students build on paragraph development to write with greater complexity and logical organization with special focus on research, paraphrasing, and citation techniques. Placement in this course is based on placement exam results and/or the successful completion of the prerequisite course.

Lecture: 1.5 Lab: 0 Credits: 1.5

PCA 550

Writing for the U. S. Workplace

Students will learn the higher-level business writing tasks and writing skills needed to effectively communicate using various business formats. Students will practice report writing skills with an emphasis on data analysis. In addition, email writing and other forms of business communication will be covered. Placement in this course is based on placement exam results.

Lecture: 1.5 Lab: 0 Credits: 1.5

PCA 570

Advanced Strategies for Clear Communication

Students will learn pronunciation strategies to communicate more effectively with others in English. There are many individual components necessary for good English pronunciation and this course will focus on the most important components for improving overall intelligibility: word stress and rhythm patterns; sounds in connected speech; and intonation. Students will be taught strategies for both identifying these patterns in the speech of native speakers as well as integrating them into their own speech. Students will be responsible for practicing these strategies in and out of class. In order to take this course, students must have been assessed and placed into this course/level. Placement in this course is based on placement exam results and/or the successful completion of the prerequisite course.

Lecture: 1.5 Lab: 0 Credits: 1.5