

Task Title: College Calendar

# OALCF Cover Sheet – Practitioner Copy



**Learner Name:**

**Date Started (m/d/yyyy):**

**Date Completed (m/d/yyyy):**

**Successful Completion:**  Yes No

|  |  |  |
| --- | --- | --- |
| **Goal Path:** | Employment | Apprenticeship |
| Secondary School | Post Secondary | Independence |

**Task Description:** Use a college calendar to find information regarding various programs.

**Competency:** A: Find and Use Information

B: Communicate Ideas and Information

**Task Groups:** A1: Read Continuous Text

A2: Interpret Documents

B2: Write Continuous Text

B3: Complete Documents

**Level Indicators:**

* A1.1: Read brief texts to locate specific details
* A2.2: Interpret simple documents to locate and connect information
* B2.1: Write brief texts to convey simple ideas and factual information

**Performance Descriptors:** See chart on last page

**Materials Required:**

* Chart of Programs Offered 2011-2012
* Highlighter
* Pen or pencil or digital device

# Learner Information

Persons considering post-secondary programs look over charts provided in college calendars to get a quick overview of programs offered by a particular college. Look at the Algonquin College 2011-12 Calendar.



*2011-2012 Calendar*, p.12. Used by permission of Algonquin College

# Work Sheet

**Task 1: Mention the program number for the Print Media program.**

Answer:



**Task 2: What certification does the 2-year programs offer?**

Answer:



**Task 3: At how many different campuses does Algonquin College offer programs?**

Answer:



**Task 4: What programs are only offered at the Pembroke campus?**

Answer:



**Task 5: What are the differences between the Orientation to Nursing in Ontario for Nurses program and the Orientation to Nursing in Ontario for Practical Nurses program?**

Answer:



**Task 6: What would be the benefit of choosing to take the Executive Office Administration program at either the Pembroke or Perth campuses instead of at the Woodroffe campus?**

Answer:



**Task 7: Which program does not require attendance at any campus?**

Answer:



# Answer Key

**Task 1:** **0052X04F**

**Task 2:** **OCD** or **Ontario College Diploma**

**Task 3:** **Three** (Pembroke, Perth, & Woodroffe)

**Task 4:** ***Outdoor Adventure*, *Outdoor Adventure Naturalist* and *Radiation Safety***

**Task 5:**

|  |  |
| --- | --- |
| *Orientation to Nursing in Ontario* *for Nurses*  | *Orientation to Nursing in Ontario for Practical Nurses* |
| **30 wks.** | **15 wks.** |
| **OCGC** | **OCC** |

**Task 6: One can complete it in less than a year (45 weeks). The program at Woodruff takes 2 years.** Both give you an Ontario College Diploma.

**Task 7:** **Performance Coaching** (it’s online)

# Performance Descriptors 1

| Levels | Performance Descriptors | Needs Work | Completes task with support from practitioner | Completes task independently |
| --- | --- | --- | --- | --- |
| A1.1 | Reads short texts to locate a single piece of information |  |  |  |
|  | Decodes words and makes meaning of sentences in a single text |  |  |  |
|  | Follows simple, straightforward instructional texts |  |  |  |
| A2.2 | Performs limited searches using one or two search criteria |  |  |  |
|  | Extracts information from tables and forms |  |  |  |
|  | Uses layout to locate information |  |  |  |
|  | Makes connections between parts of documents |  |  |  |
|  | Makes low-level inferences |  |  |  |
| B2.1 | Writes simple texts to request, remind or inform |  |  |  |
|  | Conveys simple ideas and factual information |  |  |  |
|  | Uses sentence structure, upper and lower case and basic punctuation |  |  |  |
|  | Uses highly familiar vocabulary |  |  |  |

#

# Performance Descriptors 2

This task: Was successfully completed Needs to be tried again

Learner Comments:

Instructor (print):

