

ACT-PREP SYLLABUS

2022-2023

Instructors:

Dyroma Burroughs

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Donna Legg-Battles

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Course Description: ACT-prep is recommended for college-bound students planning to take the ACT (and/or SAT). Almost all undergraduate colleges and universities require prospective students to take either the ACT or the SAT; many students take both. Taking this course will better prepare students for these tests. During the term, students will review and practice skills measured by the assessments, discuss techniques for relieving test-taking anxiety, practice reading comprehension and text analysis, and be provided an overview of the college admission process. Our goal is to help students raise their ACT scores.

Major Instructional Goals:

Students will have the opportunity to:

- Understand the purpose, format, and scoring of the ACT.
- Become familiar with the ACT websites.
- Apply test-preparation and test-taking techniques during practice exams.
- Review strategies and concepts needed to succeed in each section of the ACT.
- Utilize online tools to hone ACT skills.
- Learn and apply vocabulary/terms commonly used in ACT test questions.
- Recognize and correct errors in punctuation, grammar, style, and usage.
- Evaluate prose and nonfiction textual excerpts.
- Learn mathematical formulas critical for success on the ACT.
- Analyze questions and essay prompts.
- Review essay writing techniques.
- Score and analyze practice tests.
- Participate in peer groups to complete and/or analyze practice ACT tests.

Grades:

Students will spend nine-weeks in Mrs. Burroughs' classroom working to develop English and reading skills. They will also spend nine-weeks with Ms. Legg-Battles in order to work on math and science skills. Each instructor will award a grade for one grading period. We will average the two nine-weeks' grades to determine the final semester average.

Grades will consist of Major (60%) and Minor Grades (40%) and students will be told on each assignment how it will be counted.

Assessments:

- Class participation/Group activities
- Vocabulary tests, formula tests, daily work, and skill development exercises
- Class tests, ACT practice tests and additional assignments

Websites:

Please take a moment to review the ACT website at www.actstudent.org. The website provides general information concerning the test, practice exercises, and instructions for registration. There will be other online resources shared in class. According to school conditions, different resources will be used.

Required supplies:

Many students paid the fee to cover the cost of the required textbook when registering for the class. If not, you may pay the bookkeeper \$30 for the textbook, *The Official ACT Prep Guide*, Wiley.

Students will also need a 1" or 1 ½" binder, pencils, loose leaf paper, note cards, and a calculator.

Students are expected to check Google Classroom and email daily in the event of a virtual learning time.

General Classroom Decorum:

You are expected to take an active role as a learner. **You are a young adult, and we expect exemplary behavior, attentiveness, cooperation, and participation.** Respect is mutual, yet it is earned. We do not tolerate disrespect. Our classrooms are positive learning environments where proper manners and behaviors are expected norms. Should you deviate from these expectations, we shall consult the code of conduct and/or higher powers to rectify any issues. Generally, this is not a problem for an ACT-prep class

Make-up work:

Attendance is encouraged and expected; the attendance policy is strictly enforced. Normally, we do not accept late work. Because of the nature of the course, we will try to complete most work during class. Of course, you are expected to study for quizzes and tests. On occasion, you may have a homework assignment. We expect you to complete all assignments and turn them in when they are due.

In no way does this course guarantee a higher score; the hope is that with practice comes improvement. Certainly, we will work towards that goal, but students must use this course as a supplement to their classroom studies and at-home ACT practice, not in place of it. We encourage students to use multiple strategies to help them improve. If you need extra assistance or need specific accommodations, please see us immediately after class or before or after school.

Procedures and Rules:

- Students must be **in** their assigned seats and ready to begin class before the bell rings. Third and subsequent tardies lead to office visits.
- **Students should use the restroom between classes.**
- **Food and drink are not allowed in class.**
- **Cell phones are NOT permitted in class.** Students will be asked to leave their phones in the front pockets inside the classroom door. Cell phones are not permitted in an ACT testing room and so this is a policy similar to that! School policy for cell phone use discipline will be followed in this class.

Three essentials for success:

1. Attendance: "You must be present to win." If you have excessive absences, then expect a poor grade. The correlation between attendance and grades is undeniable.
2. Bring everything you need to class with you every day.
3. Give your best effort on all work. A "C" is average; A's and B's indicate above-average work, and D's and F's indicate below-average and failing work. Your effort determines your grade.

Parents/Guardians:

We look forward to a great semester with your student. We have a common goal in mind: increasing the ACT score. We will complete plenty of "drill and practice" for the upcoming ACT tests. Please encourage your students to take the ACT each time it is offered. Consult www.actstudent.org for information regarding registration and test dates. Also, please encourage them to practice at home.

In addition, we hope to provide your student(s) with valuable insight into higher education. Please encourage your student(s) to begin working on applications, essays, and scholarship requirements.

Should you have questions, please email one of us. Again, I look forward to a great semester. Please sign the bottom of this form and have your student(s) return it to us tomorrow.

Best regards,

Donna Legg-Battles

Dyroma Burroughs

I have read the course syllabus and understand the requirements and expectations for ACT Prep.

X _____ Date: _____
Student's Signature

X _____ Date: _____
Parent's Signature

Please list at least one contact number and email addresses below.

Parents/Guardians Info:

Name _____ Home Number _____

Cell Number _____ Work Number _____

Email Address(es) _____

Name _____ Home Number _____

Cell Number _____ Work Number _____

Email Address(es) _____