

## COURSE OUTLINE

<b>Faculty</b> : Language Academy UTM International Campus	<b>Page</b> : 1 of 5
<b>Course Name</b> : English Proficiency <b>Course Code</b> : ULAB 1012 <b>Total Contact Hour</b> : 56 hours	<b>Semester</b> : 1, 2 <b>Academic Session:</b> 2011 / 2012

**Lecturer** : Teaching Staff of Language Academy, UTM International Campus  
**Course Coordinator** : Hanizah Ishak  
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**Synopsis** : This course is designed to integrate grammar and the four language skills using a wide range of materials. In addition, students will be given ample practice in reading and extracting information from texts, taking simple notes from linear and tape-recorded texts, participating in discussions and informal oral activities and writing simple, organized texts. Therefore, the focus will be on the use of appropriate discourse markers to describe process and procedure, to show cause-effect relationship, and to compare and contrast.

### LEARNING OUTCOME

By the end of the course, students should be able to:

No.	Course Learning Outcome	Programme Learning Outcome Addressed	Cognitive, Psychomotor, Affective and KI Level	Assessment Method
1.	read and extract information from various expository texts	PO1	C3	HW, F
2.	listen and take notes accurately based on given input	PO4	P3, CS2	T
3.	write short texts of not more than 150 words intended for specific audience and discourse	PO4	CS1	HW, T
4.	in a group interact appropriately in various social communicative contexts	PO5	A3, TS1- TS3  (C-Cognitive Level) (P-Psychomotor Level)	HW, T  (T – Test ; Q – Quiz; PR – Project ; HW –

<b>Prepared by: Course Coordinator</b> <b>Name</b> : Pn. Hanizah Ishak <b>Signature</b> : <b>Date</b> : 27 MAY 2010	<b>Certified by: Course Panel Head</b> <b>Name</b> : Pn. Ramona Abd. Rahim <b>Signature</b> : <b>Date</b> : 27 MAY 2010
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## COURSE OUTLINE

<b>Faculty</b> : Language Academy UTM International Campus	<b>Page</b> : 2 of 5
<b>Course Name</b> : English Proficiency <b>Course Code</b> : ULAB 1312 <b>Total Contact Hour</b> : 56 hours	<b>Semester</b> : 1, 2 <b>Academic Session:</b> 2011/ 2012

		(A–Affective Level) (CS–Comm. Skill) (TS– Teamworking Skill) (LL–Life-long Learning)	Homework ; Pr – Presentation; F – Final Exam)
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### STUDENT LEARNING TIME

Teaching and Learning Activity	Student Learning Time (hour)
1. Face-to-face Learning <ul style="list-style-type: none"> <li>a. Lecture</li> <li>b. Student-centred learning activities such as group discussion</li> </ul>	36 20
2. Self Directed Learning <ul style="list-style-type: none"> <li>a. Non-face-to-face learning or student-centred learning (SCL) such as                             <ul style="list-style-type: none"> <li>- Information search</li> <li>- Reading</li> <li>- Dictionary skills</li> <li>- Group discussion</li> <li>- Paragraph writing</li> </ul> </li> <li>b. Revision</li> <li>c. Assessment Preparations</li> </ul>	7   6.5 6.25
3. Formal Assessment <ul style="list-style-type: none"> <li>a. Ongoing                             <ul style="list-style-type: none"> <li>- Listening Test</li> <li>- Writing Test</li> <li>- Grammar Test</li> <li>- Oral Test</li> </ul> </li> <li>b. Final Exam</li> </ul>	0.5 1.0 0.5 0.25 2.0
<b>Total</b>	<b>80</b>

### TEACHING METHODOLOGY

## COURSE OUTLINE

<b>Faculty</b> : Language Academy UTM International Campus	<b>Page</b> : 3 of 5
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Lecture, Group discussion, Independent Study, Co-operative learning

### WEEKLY SCHEDULE

- Week 1 : Briefing of Course Outline & Course Evaluation  
Sentence Patterns and Parts of Speech
- Week 2 : Sentence Patterns and Parts of Speech (cont'd)  
Tenses
- Week 3 : Active – Passive Voice
- Week 4 : Reading – Identifying and Locating Main Ideas  
- Context Clues and Idiomatic Expressions  
**Grammar Test (10%)**
- Week 5 : Sequence Markers
- Week 6 : Speaking – Process and Procedure  
Writing – Process and Procedure
- Week 7 : Reading – Compare and Contrast Relationship  
- Making inferences and Contextual Clues

#### MID-SEMESTER BREAK

- Week 8 : Compare and Contrast Markers  
Listening and Speaking – Comparing and Contrasting
- Week 9 : Writing – Compare and Contrast Relationship  
Reading – Cause-Effect Relationship
- Week 10 : Making Inferences and Contextual Clues  
Cause-Effect Markers  
**Listening Test (10%)**

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Week 11 : Listening and Speaking – Cause-Effect Relationship

Week 12 : Writing – Cause-Effect Relationship

**Writing Test (10%)**

Week 13 : Oral Activities

Week 14 : Oral Activities and Revision

**Oral Test (20%)**

Week 15 : Oral activities and Revision

**Oral Test (cont')**

Week 16-18 : Revision Week and **Final Examination (50%)**

**REFERENCE :**

**Main Text**

Suppiah, K., et al., English Proficiency: Getting It Right. Penerbit UTM: Skudai, 2002.

**Other References**

Phillips, P.C., Vision: Focus on speaking and Listening, Academy of Language Studies UiTM, McGraw Hill: Malaysia, 2004.

Suwe, S.K., et al., Progressive English Book 1, 2nd Edition, McGraw Hill: Malaysia, 2003

**GRADING:**

No.	Assessment	Number	% each	% Total	Assessment week
1.	Test				
	i) Grammar	1	10	30	Week 4
	ii) Listening	1	10		Week 10
iii) Writing	1	10	Week 12		
2.	Presentation (Oral Test)	1	20	20	Week 14-15
3.	Final Exam	1	50	50	Week 17

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<b>Overall Total</b>	5	100	100



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