

**COURSE OUTLINE**

<b>Faculty</b> : Language Academy UTM International campus	<b>Page</b> : 1 of 4
<b>Course Name</b> : English for Academic Communication <b>Course Code</b> : ULAB 1022 <b>Total Contact Hour</b> : 56 hours	<b>Semester</b> : I, 2 <b>Academic Session</b> : 2011 / 2012

**Lecturer** : Teaching Staff of Language Academy, UTM International Campus  
**Course Coordinator** : Pn. Wan Nur Asyura Bt. Wan Adnan  
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**Synopsis** : The aim of the course is to help learners develop the various skills needed for academic success. The four skills of reading, writing, listening and speaking are integrated in a variety of task-based activities. Reading and listening activities provide practice in extracting relevant information from various sources. These in turn provide the input for a variety of written and oral related task. Due emphasis is also given to data analysis and vocabulary enrichment.

**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.	make concise notes from variety of texts, paraphrase and summarise ideas from a given text and write formal letters to express opinions on selected issues	PO1	C3	F, HW, T
2.	assess writer’s attitude and stand on certain issues, differentiate the various meanings of words according to context and apply specific registers in describing trends, draw conclusion and make recommendation based on the information in non-linear texts	PO4	P3, CS1-CS3	F, HW
3.	extract relevant information through listening tasks	PO4	CS1, CS2	T
4.	annotate clear and effective individual ideas orally as well as discuss relevant issues actively in a group	PO5	A3, TS1-TS3	T, HW, Pr
5.	use and complete stipulated tasks on self-access learning materials via technology	PO6	LL1, LL2	T, HW
			(C–Cognitive Level; CS–Comm. Skill; P-Psychomotor; A-Affective; LL-Life-long Learning)	(T- Test; HW- Homework; Pr – Presentation; F- Final Exam)

Prepared by : Asst. Course Coordinator  
 Name : Wan Nur Asyura Wan Adnan  
 Signature :  
 Date : 6 July 2010

Certified by : Head of Course Panel  
 Name : Ramona Abd. Rahim  
 Signature :  
 Date : 7 July 2010

Faculty : Language Academy  
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Course Name : English for Academic Communication  
 Course Code : ULAB 1322  
 Total Contact Hour : 56 hours

Semester : I, 2  
 Academic Session : 2011 / 2012

**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-Centered Learning Activities such as library information search and online information search</li> </ul> 2. Self Directed Learning <ul style="list-style-type: none"> <li>a. Non-Face-to-face or Non-Student-Centered Learning such as               <ul style="list-style-type: none"> <li>- My-Line Portal Access</li> <li>- Dictionary skills</li> <li>- Reading</li> <li>- Critical reading</li> <li>- Group discussion</li> </ul> </li> <li>b. Revision</li> <li>c. Assessment Preparation</li> </ul> 3. Formal Assessment <ul style="list-style-type: none"> <li>a. Oral Presentation               <ul style="list-style-type: none"> <li>- Mini Forum</li> </ul> </li> <li>b. On-going assessment (3)               <ul style="list-style-type: none"> <li>i. Listening Test</li> <li>ii. Summary Test</li> <li>iii. Writing Test</li> </ul> </li> <li>b. Final Exam</li> </ul>	32 24 6 5 7.5 0.5 1 1 1 2
<b>TOTAL</b>	<b>80 hours</b>

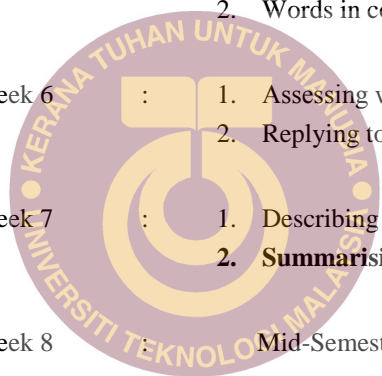
**TEACHING METHODOLOGY**

Lecture, Group Discussion, Independent Study, Presentation and Co-operative Learning

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### WEEKLY SCHEDULE

- Week 1 : Guidelines to Note-making & Note-making
- Week 2 : 1. Introduction to non-linear illustrations  
2. Important aspects in giving speeches
- Week 3 : Listening Practice
- Week 4 : 1. **Listening Test (10%)**  
2. Summarising and paraphrasing
- Week 5 : 1. Practice in note-taking, note making and critical reading  
2. Words in context
- Week 6 : 1. Assessing writer's attitude  
2. Replying to an open letter
- Week 7 : 1. Describing trends in analysing data  
2. **Summarising Test (10%)**
- Week 8 : Mid-Semester Break
- Week 9 : 1. Describing trends in analysing data  
2. Giving opinions and making suggestions in mini forum
- Week 10 : 1. Describing trends in analysing data  
2. giving opinions and making suggestions in mini forum
- Week 11 : Writing conclusions, making recommendations and predictions
- Week 12 : 1. Letter to the editor  
2. Agreeing, disagreeing and providing justifications in mini forum
- Week 13 : 1. Letter to the Editor  
2. **Writing Test (open letter) (10%)**
- Week 14 : **Oral Test (20%)**
- Week 15 : Oral Test (20%)



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Week 16-18 : Revision Week and **Final Examination (40%)**

**\*My-LinE Portal Access Assessment (10%)**

Students **MUST** complete the stipulated number of tasks assigned from Week 4-13. The tasks are to be completed any time outside class lessons own their own.

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## REFERENCE

### TEXTBOOK

Faridah Che Arr, Hanizah Ishak, Normah Sir, Rosmah Ramlan, Zaiton Ismail, Zuhana Mohd Zin, English for Academic Communication, Skudai, Johor : UTM, 2001.

### OTHER REFERENCES

McGovern, Don, White, Ronald V., Writing: Student's Book – English for Academic Study, New York: Prentice Hall. (Call Number : PE1125 W55 1994), 1994.

McGovern, Don, Matthews, Margaret, Mackay S.E, Reading: Student's Book – English for Academic Study, New York: Prentice Hall., (Call Number : PE1128 M363 1994), 1994.

### ASSESSMENT

No.	Assessment	Number	% each	% total	Assessment Week
1.	On-going Assessment:				
	i. Listening Test	1	10	10	Week 4
	ii. Summary Test	1	10	10	Week 7
	iii. Writing Test (Open Letter)	1	10	10	Week 13
	iv. My-LinE Portal Access	1	10	10	Week 4 -13
2.	Presentation Oral Presentation (Mini-Forum)	1	20	20	Week 14/15
3.	Final Exam	1	40	40	Week 17
	<b>Overall Total</b>			<b>100</b>	