

Module (Course Syllabus) Catalogue 2023-2024

College/ Institute	Erbil Technical Engineering College		
Department	Technical Civil Engineering Dept.		
Module Name	English Skills II		
Module Code	ENS201		
Degree	Technical Diploma <input type="checkbox"/>	Bachelor <input checked="" type="checkbox"/>	High Diploma <input type="checkbox"/> Master <input type="checkbox"/> PhD <input type="checkbox"/>
Semester	Second Semester		
Scientific Title	Assistant Lecturer		
ECTS (Credits)	6		
Module type	Prerequisite <input type="checkbox"/>	Core <input type="checkbox"/>	Assist. <input type="checkbox"/>
Weekly hours	4		
Weekly hours (Theory)	(4) hr Class	(162) Total hrs Workload	
Weekly hours (Practical)	(N/A) hr Class	(N/A) Total hrs Workload	
Number of Weeks	12		
Lecturer (Theory)	Mr. Bestun Khidhir		
E-Mail & Mobile NO.	Email: Bestun.khidhir@epu.edu.iq		
Lecturer (Practical)			
E-Mail & Mobile NO.			
Websites	https://mrbestun.weebly.com/		

Course Book

<p>Course Description</p>	<p>Technical English is an undergraduate course over two 12-weeks semesters throughout one academic year. It focuses on the acquisition of English Language skills needed in the local across several disciplines for example; (medical, engineering, and management) with focusing on the labour market.</p> <p>The curriculum is arranged into different units. Each unit is divided into four sections, and each section focuses on the four skills, speaking, listening, reading and writing.</p>
<p>Course objectives</p>	<p>The object of this course is: English language skills in terms of what the students need when they are studying English as a second or foreign language.</p> <p>The course gives students the practical training they need to bridge the gap between the classroom and the world of work. It helps learners to make measurable progress in learning English while helping to make them more employable. This course is designed for students with no work experience. It also provides many suggestions and alternative ways to use the material for those students already in work. The content also takes into consideration the CEFR (English Language Levels) of the content. It is to commence at A2 (Elementary level) and gradually rise to B1 (intermediate level).</p>
<p>Student's obligation</p>	<p>The students are required to:</p> <ul style="list-style-type: none"> -Attend all the lectures and participate in the classwork and assignments. -Participate in the exam.
<p>Specific learning outcome</p>	<p>On successful completion of this module, each student is able to:</p> <ol style="list-style-type: none"> 1. Develop different techniques of language skills (speaking, listening, reading, and writing). 2. Understand and be perceptive in an English Language speaking environment. 3. Be competent in basic grammatical skills, being able to form correct sentences and negate them, express different times and tenses, ask information questions, and be able to write passive sentences.

	<ol style="list-style-type: none"> 4. Communicate effectively in a formal, professional environment. 5. Communicate professionally on the telephone in English. 6. Write in the formal style includes email correspondences, forms of address, formal greetings, and sign-offs. 7. How to present an effective presentation, at the same time will be familiar with the techniques of presentation. 8. Write an employment CV and Cover Letter. 																																																
Required Learning Materials	Different pedagogical methods are used in this course; for example, seminars, and homework, easy. Student will receive the required handouts such as the references, Pdf files PowerPoint files, and videos.																																																
Evaluation	<table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th style="width: 15%;">Task</th> <th style="width: 15%;">Weight (Marks)</th> <th style="width: 30%;">Due Week</th> <th style="width: 40%;">Relevant Learning Outcome</th> </tr> </thead> <tbody> <tr> <td colspan="4">Paper Review</td> </tr> <tr> <td rowspan="6" style="writing-mode: vertical-rl; transform: rotate(180deg);">Assignments</td> <td>Homework</td> <td rowspan="2">12%</td> <td rowspan="2">Almost weekly</td> </tr> <tr> <td>Class Activity</td> </tr> <tr> <td>Report</td> <td>8%</td> <td></td> </tr> <tr> <td>Seminar</td> <td>8%</td> <td>From week 4</td> </tr> <tr> <td>Essay</td> <td></td> <td>At the end of each unit</td> </tr> <tr> <td>Project</td> <td></td> <td></td> </tr> <tr> <td>Quiz</td> <td>8%</td> <td>At the end of each unit</td> <td></td> </tr> <tr> <td>Lab</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Midterm Exam</td> <td>24%</td> <td></td> <td></td> </tr> <tr> <td>Final Exam</td> <td>40%</td> <td></td> <td></td> </tr> <tr> <td>Total</td> <td>100%</td> <td></td> <td></td> </tr> </tbody> </table>				Task	Weight (Marks)	Due Week	Relevant Learning Outcome	Paper Review				Assignments	Homework	12%	Almost weekly	Class Activity	Report	8%		Seminar	8%	From week 4	Essay		At the end of each unit	Project			Quiz	8%	At the end of each unit		Lab				Midterm Exam	24%			Final Exam	40%			Total	100%		
	Task	Weight (Marks)	Due Week	Relevant Learning Outcome																																													
	Paper Review																																																
	Assignments	Homework	12%	Almost weekly																																													
		Class Activity																																															
		Report	8%																																														
		Seminar	8%	From week 4																																													
		Essay		At the end of each unit																																													
		Project																																															
	Quiz	8%	At the end of each unit																																														
	Lab																																																
	Midterm Exam	24%																																															
	Final Exam	40%																																															
Total	100%																																																
Course References:	<ul style="list-style-type: none"> Davis, Rimmer, and Ur (2011) Active Grammar Level 2. Cambridge University Press. Eastwood, D. (2008) Oxford English Grammar Intermediate. Oxford University Press. Ibboston, M. (2009) Cambridge English for Engineering Student's Book. Cambridge University Press. McCarthy, M. & O'dell, F. (2010) English vocabulary in use. Pre-intermediate. Cambridge University Press. Ibboston, M. (2009) Professional English in use: Engineering. Cambridge University Press. 																																																

COURSE CONTENTS

Course Topics (Theory)	Week	Learning Outcome	Note
Introduction / course Syllabus	Week1		
Unit Five: Job Interviews Part One: Job Interviews Part Two: Preparing for the Interview Part Three: During the Interview Part Four: After the Interview	Week2 Week3 Week4	The students will be able to: - Describe and recognize different types of interview. - Practice the rules of Interview Etiquette. - Use proper tenses while an applicant answers the employer's questions.	
Unit Six: Cooperate Culture Part One: Behaving Professionally Part Two: Dealing with Customers/Clients Part Three: Dealing with Colleagues Part Four: Staying Motivated	Week5 Week6 Week7 Week 8	The students will be able to: - Use appropriate expressions to different scenario cases. - Behave appropriately with their co-worker at the job. - Know how to deal with angry customer.	
Unit Seven: Meeting Part One: Starting and managing meetings Part Two: Making, accepting and rejecting suggestions, offers and promises Part Three: Dealing with differences of opinion Part Four: Negotiating internationally	Week9 Week10 Week 11	The students will be familiar with: - Use appropriate expressions during meetings. - Know how to deal when things not going well during meetings. - Prepare for meetings - Benefit from meetings	
Unit Eight: Text Types Part one: Minutes and Memos Part Two: Advertising and Proposals Part Three: Business Reports	Week12 Week13	The students will be able to: - Know the main structure of business report. - Differentiate among the different types of Proposal.	

