

Module (Course Syllabus) Catalogue

2022-2023

College/ Institute	Erbil Technical Engineering College	
Department	Technical Civil Engineering Dept.	
Module Name	General English	
Module Code	GEE102	
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	First Semester	
Qualification	Education: • MA TESOL/ UNIVERSITY OF HUDDERSFIELD/UK.	
Scientific Title	Assistant Lecturer	
ECTS (Credits)	6	
Module type	Prerequisite <input type="checkbox"/>	Core <input checked="" type="checkbox"/> Assist. <input type="checkbox"/>
Weekly hours	4	
Weekly hours (Theory)	(4) hr Class	(169) Total hrs Workload
Weekly hours (Practical)	(N/A) hr Class	(N/A) Total hrs Workload
Number of Weeks	12	
Lecturer (Theory)	Mr. Bestun N. Khidhir	
E-Mail & Mobile NO.	Email: bestun.khidhir@epu.edu.iq	
Lecturer (Practical)		
E-Mail & Mobile NO.		
Websites	Mrbestun.weebly.com	

Course Book

Course Description	<p>General 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>
Course objectives	<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 pre-intermediate level).</p>
Student's obligation	<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.
Specific learning outcome	<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.

	<div>4. Communicate effectively in a formal, professional environment.</div> <div>5. Communicate professionally on the telephone in English.</div> <div>6. Write in the formal style includes email correspondences, forms of address, formal greetings, and sign-offs.</div> <div>7. How to present an effective presentation, at the same time will be familiar with the techniques of presentation.</div> <div>8. Write an employment CV and Cover Letter.</div>				
Required Learning Materials	Different pedagogical methods are used in this course; for example, seminars, and homework, essay. Student will receive the required handouts such as the references, Pdf files PowerPoint files, and videos.				
Evaluation	Task	Weight (Marks)	Due Week	Relevant Learning Outcome	
	Paper Review				
	Assignments	Homework	12%	Almost weekly	
		Class Activity			
		Report			
		Seminar	8%	From week 4	
		Essay	8%	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:	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
Induction	Week1		
UNIT ONE: E-MAILS Part One: Introducing to emails Part Two: elements of the emails (part 1) Part Three: elements of the emails (part 2) Part Four: arranging meeting	Week2 Week3 Week4	The students will be able to: <ul style="list-style-type: none"> - write email for different purposes. - distinguish between formal and informal emails. - write greeting, body and ending of email. - arrange a meeting through an email? - familiar with grammar that used within the unit, such as WH question and model verbs. 	
Unit Two: PRESENTATIONS Part One: Introduction to presentations Part Two: Presenting a project and presenting processes Part Three: Persuasion and describing trends Part Four: practicing	Week5 Week6 Week7	The student will be able to: <ul style="list-style-type: none"> - prepare the content of their presentation. 	

Unit Three: Phone calls Part One: Beginning a Telephone Conversation Part Two: Leaving Messages and Offering Assistance Part Three: Clarifying, Checking and Confirming Information Part Four: Ending a Phone Call	Week8 Week9 Week10	The students will be familiar with: <ul style="list-style-type: none"> - the formal and informal phrases during a phone call. - phrases for taking or leaving a message. - Phrases that use for asking people for assistance. - phrases that use for clarification and Confirming Information - phrases that ending a phone call. 	
Unit 4: Job Ads, CVs and cover letter Part one: Reading a Job Advert Part Two: what is a CV Part Three: elements of Cover Letters Part four: Create Your Own CV and Cover Letter	Week11 Week12	The student will be able to: <ul style="list-style-type: none"> - differentiate between CV and cover letter. - write a professional CV and cover letter. - Be familiar with grammar that use in writing CV and cover letter such as: verb form of present continues and present simple, and preposition, 	

Model Questions

Q1/ Define the following technical terms in English briefly.

(Plastering, Green concrete, Alloy steel, Slope, Reinforced concrete, Construction management, Scaffolding, Brick, Spillway, Helmet, Corrosion, Soil, Aggregate, Contractor, Dam).

Q2/Write an informal E-mail to your friend about your first month at Erbil Technical Engineering College. You should write 120 words.

My First Month as a Student

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Q3/ Read the article. Write TRUE, FALSE, DOESN'T SAY for each statement.

London to Brighton Bike Ride

The start

The bike ride starts at Clapham Common tube station.

- Your Start Time is indicated by the colour of your body number in this pack. It is also printed on the address label of the envelope. Please arrive no earlier than 30 minutes before that time.
- We allocate an equal number of cyclists for each Start Time to ensure a steady flow. Please keep to the time you've been given so we can keep to our schedule and avoid delaying other riders and prevent 'bunching' further down the route.
- An Information Point, toilets and refreshment stands will be open from very early in the day.

Ride carefully

We put together as many facilities as possible to help ensure you have a trouble free day. But we also rely on you to ride safely and with due consideration for other cyclists and road users. Although many roads are closed to oncoming traffic, this is not always the case and you should be aware of the possibility that there could be vehicles coming in the opposite direction. Please do not attempt reckless overtaking whilst riding – remember it is NOT a race.

Follow all instructions

Every effort is made to ensure that the route is well signed and marshalled. Please obey all directions from police and marshals on the route. If you hear a motorcycle marshal blow his/her whistle three times, move left.

Wear a helmet

Every year we are delighted to see more riders wearing protective helmets, but we would like to see every cyclist on the ride wearing one. More than half of reported injuries in cycling accidents are to the head, and a helmet gives the best protection when the head hits the ground.

Attracting assistance

If you have an accident, ask a marshal for help; they are in contact with the support/emergency services. To call for help from our motorcycle marshals, give a 'thumbs down' signal. The marshal will do all he/she can to help, providing he/she is not already going to a more serious accident. If a motorcycle marshal slows down to help you, but you have just stopped for a rest and don't need help, please give a 'thumbs up' signal and he/she will carry on. *Remember – thumbs down means 'I need help'.*

In case of breakdown

Refer to your route map and make your way to a Mechanics Point. Mechanical assistance is free when you show your Rider Identity Card; you just pay for the parts.

Refreshment stops

Look out for these along the route. Most are organised by voluntary clubs and their prices give you real value for money. They are also raising money for their local communities and the British Heart Foundation, so please give them your support.

Rain or shine – be prepared

In the event of very bad weather, watch out for signs to wet weather stations en route. Good waterproofs, like a cycle cape, are essential. Our first aid staff can only supply bin liners and by the time you get one you may be very wet. However, the English summer is unpredictable – it may also be hot, so don't forget the sun protection cream as well!

If you have to drop out

We will try to pick up your bike for you on the day. Call Bike Events (01225 310859) no more than two weeks after the ride to arrange collection. Sorry, we cannot guarantee this service nor can we accept liability for any loss or damage to your bike. Bike Events will hold your bike for three months, after which it may be disposed of. You will be charged for all costs incurred in returning your cycle.

1. You should not arrive more than half an hour before your allocated starting time.
2. Your Rider Identity Card will be sent to you before the event.
3. Some roads may have normal traffic flow on them.
4. Helmets are compulsory for all participants.
5. Refreshments are free to all participants during the ride.
6. If you need a rest you must get off the road.
7. First aid staff can provide cycle capes.
8. Bike Events will charge you for the return of your bike.

