



## Module (Course Syllabus) Catalogue 2023-2024

College/ Institute	Koya Technical Institute	
Department	Tourism Foundation Administration	
Module Name	English skills/1	
Module Code	Ens201	
Degree	Technical Diploma	
Semester	First	
Qualification	PHD	
Scientific Title	Lecturer	
ECTS (Credits)	4	
Module type	Core	
Weekly hours	4	
Weekly hours (Theory)	(2)hr Class	(80 )Total hrs Workload
Weekly hours (Practical)	(2)hr Class	(80)Total hrs Workload
Number of Weeks	12	
Lecturer (Theory)	Rebeen Abdulkhaliq Abdullah	
E-Mail & Mobile NO.	Rebeen.abdulkhaliq@epu.edu.iq	
Lecturer (Practical)	Same above	
E-Mail & Mobile NO.	07501029396	
Websites		

# Course Book

<b>Course Description</b>	This course is very important for those who graduate from IT department, because it gives them information about how to continue with the world development in technology industry.				
<b>Course objectives</b>	<b><u>The main purpose of this course is to identify the importance of Electronic Communication Technology in IT industry</u></b>				
<b>Student's obligation</b>	Students must be available in class every lecture and they have to prepare the objectives of the matter according to the syllables and schedules. The student obligations in class are, availability in class, taking all papers related to the mater, participation in class, preparing at least one seminar per semester, and team working.				
<b>Required Learning Materials</b>	Computer or Smart phone, Smart board at class with speakers, Internet, and other materials such as Pen.				
<b>Evaluation</b>	<b>Task</b>	<b>Weight (Marks)</b>	<b>Due Week</b>	<b>Relevant Learning Outcome</b>	
	Paper Review				
	Assignments	Homework	10		
		Class Activity	2		
		Report	8		
		Seminar	8		
		Essay			
		Project			
	Quiz	8			
	Lab.				
	Midterm Exam	24			
	Final Exam	40			
Total	100				
<b>Specific learning outcome:</b>	At the end of this course, students will learn how to speak and written concept uses n IT and job duties in English. Besides, they will learn importance of ICT for IT business in global development especially in terms of technology and social media.				

**Course References:**

Sedee, D. Mustafa, A. Ghafour, B. and Azeez, N., 2023, Technical English, Erbil Polytechnic University and Spark Foundation.

Akhmedov, B. and Shuhkrat, K., 2020. Cluster methods of learning english using information technology. *Scientific progress*, 1(2), pp.40-43.

Rodinadze, S. and Zarbazoia, K., 2012. The advantages of information technology in teaching English language. *Frontiers of Language and Teaching*, 3(5), pp.271-275.

Šafranĵ, J., 2013. Using information technology in English language learning procedure: Blended learning. *Procedia-Social and Behavioral Sciences*, 83, pp.514-521.

<b>Course topics (Theory)</b>	<b>Week</b>	<b>Learning Outcome</b>
An Introduction of Email	1	
Elements of Email	2	
Types of Email	3	
Preposition	4	
Presentation	5	
Midterm exam	6	
How to plan and start a presentation	7	
Organising & Dealing with questions	8	
Meeting	9	
How to start and managing meetings	10	
How to deal with different ideas	11	
Final term exam	12	
<b>Practical Topics</b>	<b>Week</b>	<b>Learning Outcome</b>
Define email and elements (Homework)	1	
Sending email (informal )	2	
Sending Email (Formal)	3	

Seminar about how to present a topic	4	
Seminar about how to present a topic	5	
Midterm	6	
Giving a topic to talk about as formal presentation	7	
Report about bot Email and Presentation	8	
How to deal during meetings	9	
How to deal during meetings	10	
Final Exam		

**Questions Example Design**  
**Q1/ Definitions (Email)**  
**Q2/ Numerate ( what are the Stages of Presentation)**  
**Q3/ Multiple choose**  
**Q4/ True falls and not given**

**Extra notes:**

**Practical Lectures Run in (Computer Lab & Tourism Companies)**

**External Evaluator**