

Subject Code	:	ELC 4101	
Subject Title	:	Final-Year Project Report Writing	
Level	:	4	
Credits	:	3	
Mode of Study	:	Workshops	42 hours
Pre-requisite	:	Nil	
Assessment	:	Continuous Assessment	100%

ROLE AND PURPOSE

To enhance those English language skills required of final year students to communicate effectively in their project reports.

LEARNING OUTCOMES

By the end of the subject, students should be able to maximize their linguistic proficiency and knowledge to:

1. address common areas of weakness in project report writing;
2. write cogently and coherently;
3. produce a report that complies with the academic conventions.

INDICATIVE CONTENT

- (I) Structure and language of a project report
- (II) Reporting methods, presenting findings, drawing conclusions and putting forward recommendations
- (III) Referencing and citation
- (IV) Common language errors

TEACHING/LEARNING APPROACH

The study method is primarily based on seminars which will include discussions, individual and group activities. In addition to learning materials specially prepared by English Language Centre staff, use will be made of information technology and the ELC's Centre for Independent Language Learning. Additional reference materials will also be recommended as required.