

The Hong Kong Polytechnic University

Subject Description Form

Subject Code	ELC1011
Subject Title	Practical English for University Studies
Credit Value	3
Level	1
Pre-requisite / Co-requisite/ Exclusion	Nil
Objectives	This subject aims to develop and enhance students' general proficiency and communication skills in English. A strong focus will be given to enhancing competence and confidence in writing, grammar, vocabulary, pronunciation and fluency.
Intended Learning Outcomes	<p>Upon successful completion of the subject, students will be able to:</p> <ol style="list-style-type: none"> a. organise and write accurate and coherent short texts b. improve language accuracy and the ability to proofread for common errors in written texts c. use appropriate verbal and non-verbal skills to enhance fluency and accuracy in spoken communication such as short presentations <p>To achieve the above outcomes, students are expected to use language and text structure appropriate to the context, select information critically, and present their views logically and coherently.</p>
Subject Synopsis/ Indicative Syllabus	<ol style="list-style-type: none"> 1. Written communication Enhancing the use of accurate and appropriate grammatical structures and vocabulary for various communicative purposes; improving the ability to organise written texts logically; and improving cohesion and coherence in writing. 2. Spoken communication Developing verbal and non-verbal interaction strategies appropriate to the context and level of formality. 3. Reading and listening Understanding the content and structure of information delivered in written and spoken texts; developing effective reading and listening strategies. 4. Language development Improving and extending relevant features of grammar, vocabulary, pronunciation and fluency.

Teaching/Learning Methodology	<p>The study method is primarily seminar-based. Following a blended delivery approach, activities include teacher input as well as in- and out-of-class individual and group work involving drafting of texts, information search, mini-presentations and discussions. Students will make use of elearning resources and web-based work to improve their grammar and vocabulary, and other language skills.</p> <p>Learning materials developed by the English Language Centre are used throughout the course. Students will be referred to learning resources on the Internet and in the ELC's Centre for Independent Language Learning. Additional reference materials will be recommended as required.</p>																																
Assessment Methods in Alignment with Intended Learning Outcomes	<table border="1" data-bbox="520 667 1474 1144"> <thead> <tr> <th data-bbox="520 667 927 869" rowspan="2">Specific assessment methods/tasks</th> <th data-bbox="935 667 1102 869" rowspan="2">% weighting</th> <th colspan="3" data-bbox="1110 667 1474 801">Intended subject learning outcomes to be assessed (Please tick as appropriate)</th> </tr> <tr> <th data-bbox="1110 801 1230 869">a</th> <th data-bbox="1238 801 1350 869">b</th> <th data-bbox="1358 801 1474 869">c</th> </tr> </thead> <tbody> <tr> <td data-bbox="520 869 927 936">1. In-class paragraph writing</td> <td data-bbox="935 869 1102 936">25%</td> <td data-bbox="1110 869 1230 936">✓</td> <td data-bbox="1238 869 1350 936">✓</td> <td data-bbox="1358 869 1474 936"></td> </tr> <tr> <td data-bbox="520 936 927 1003">2. Essay writing</td> <td data-bbox="935 936 1102 1003">40%</td> <td data-bbox="1110 936 1230 1003">✓</td> <td data-bbox="1238 936 1350 1003">✓</td> <td data-bbox="1358 936 1474 1003"></td> </tr> <tr> <td data-bbox="520 1003 927 1070">3. Documentary presentation</td> <td data-bbox="935 1003 1102 1070">35%</td> <td data-bbox="1110 1003 1230 1070">✓</td> <td data-bbox="1238 1003 1350 1070">✓</td> <td data-bbox="1358 1003 1474 1070"></td> </tr> <tr> <td data-bbox="520 1070 927 1144">Total</td> <td data-bbox="935 1070 1102 1144">100 %</td> <td data-bbox="1110 1070 1230 1144"></td> <td data-bbox="1238 1070 1350 1144"></td> <td data-bbox="1358 1070 1474 1144"></td> </tr> </tbody> </table> <p data-bbox="520 1189 1474 1738">Explanation of the appropriateness of the assessment methods in assessing the intended learning outcomes:</p> <p data-bbox="520 1272 1474 1339">The paragraph writing test, which assess students' grammar, vocabulary and paragraph organization skills, necessitate achievement of LOs (a) and (b).</p> <p data-bbox="520 1357 1474 1424">The essay writing assessment evaluates students' ability write a longer text in accurate and appropriate grammatical structures (ref. Los (a) and (b)).</p> <p data-bbox="520 1442 1474 1576">The documentary presentation assesses students' ability to speak accurately, appropriately and confidently. Students will research a topic, organise information from a variety of sources, and deliver the information as a digital documentary and mini-presentation (ref. LOs (a), (b) and (c)).</p> <p data-bbox="520 1594 1474 1738">In addition to these assessments, students are required to complete further language training through web-based language work. The additional language training offered in online tasks is aligned with all the three LOs and corresponds to their learning in class.</p>					Specific assessment methods/tasks	% weighting	Intended subject learning outcomes to be assessed (Please tick as appropriate)			a	b	c	1. In-class paragraph writing	25%	✓	✓		2. Essay writing	40%	✓	✓		3. Documentary presentation	35%	✓	✓		Total	100 %			
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Student Study Effort Expected	Class contact:																																
	▪ Seminar		39 Hrs.																														
	Other student study effort:																																
	▪ Self-study/preparation		78 Hrs.																														
	Total student study effort		117 Hrs.																														

<p>Reading List and References</p>	<p><i>Course material</i></p> <p>Learning materials developed by the English Language Centre</p> <p><i>Recommended references</i></p> <p>Boyle, J. & Boyle, L. (1998). <i>Common Spoken English Errors in Hong Kong</i>. Hong Kong: Longman.</p> <p>Brannan, B. (2003). <i>A writer's workshop: Crafting paragraphs, building essays (3rd ed.)</i>. Boston: McGraw-Hill.</p> <p>Hancock, M. (2003). <i>English pronunciation in use</i>. Cambridge: Cambridge University Press.</p> <p>Nettle, M. and Hopkins, D. (2003). <i>Developing grammar in context: Intermediate</i>. Cambridge: Cambridge University Press.</p> <p>Redman, S. (2003). <i>English vocabulary in use: Pre-intermediate and intermediate</i>. Cambridge: Cambridge University Press.</p> <p>Powell, M. (2011). <i>Presenting in English. How to get successful presentations</i>. USA. Heinle & Heinle Publishers.</p>
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