

COURSE GUIDE



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- MC-PROFSKI1-20
- Term A - C
- Verplicht / Compulsory
- Voltijd / Full Time
- MINOR
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Minor Professional & (pre-) Master Skills in English Skills 1

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1 Course Description

The English language has become a, if not to say, *the* dominant language in international trade, politics, culture and many more aspects of modern life. Therefore, it is nowadays very important that young people have a good command of English. Our aim is to make sure that students can fully operate in any professional situation in which English is needed, or used.

The six modules of the Minor “**Professional & (pre-) Master Skills in English**” will provide students with the necessary practical professional and academic skills to fully operate at the highest level in any professional and/or academic environment in English.

Learning a language is one thing, but maintaining language skills and being able to apply these skills professionally in a range of situations is crucial for our students' future career. Therefore, this minor is particularly aimed at students who already have a good command of English (B2, C1 or C2 level) or who have obtained a higher Cambridge certificate.

In this minor students are going to put their knowledge and skills in English into practice through a wide variety of professional and academic assignments. Furthermore, they will not only become excellent users of the English language but their personal development will also receive an enormous boost. Students will understand and profess the norms and professional etiquettes that are required in an international business setting or academic environment.

2 Course Goals and Learning Objectives

In this part of the minor we concentrate on the practical side of English in a professional environment. The following elements are practised:

- Academic writing: framing and organizing an essay 60%
- Theory on professional communication In English 10%
- Peer feedback on essays and articles 10%
- Discussion of news topics of the week / small talk 10%
- Short presentations on international items 10%

3 Place in the Curriculum and Related Courses

Skills 1 is part of the Minor **Professional & (pre-) Master Skills in English**. It is directly linked to Skills 2 and advanced English 1 and 2 as well as the module the English Speaking World and is a preparation for the module **the Final** in next term.

4 Study Burden

The study burden is 140 hours. This equals 5 EC. You must count on at least 10 hours of self-study (homework) each week.

Week	90 min session 1	homework	180 min session 2	homework
1	<ul style="list-style-type: none"> • Introduction • Course Outline Skills 1 	Read course guide & check Canvas	<ul style="list-style-type: none"> • Introduction on professional writing in English 	<ul style="list-style-type: none"> • Bring an interesting blog to class about a subject within your field of study
2	<ul style="list-style-type: none"> • Creativity • Topic of the week 	Bring Blog Assignments	<ul style="list-style-type: none"> • How to write a descriptive essay 	<ul style="list-style-type: none"> • Read theory on how to organize your writing
3	<ul style="list-style-type: none"> • Viewing and listening 	Bring interesting Podcast to class	<ul style="list-style-type: none"> • How to summarize a long text 	<ul style="list-style-type: none"> • Will follow
4	<ul style="list-style-type: none"> • Topic of the week • speaking 	Will follow	<ul style="list-style-type: none"> • Summaries and explanation 	<ul style="list-style-type: none"> • Bring summary to class
5	<ul style="list-style-type: none"> • Topic of the week • Listening exercise 	• Will follow	<ul style="list-style-type: none"> • Argumentative essay 	<ul style="list-style-type: none"> • Read theory on argumentative writing
6	<ul style="list-style-type: none"> • Topic of the week • Following the news 	• Will follow	<ul style="list-style-type: none"> • Persuasive essay 	<ul style="list-style-type: none"> • Hand in argumentative essay
7	<ul style="list-style-type: none"> • Topic of the week • 	• Will follow	<ul style="list-style-type: none"> • Wrap up class 	<ul style="list-style-type: none"> • Hand in persuasive essay

5 Pre-requisites

All students taking part in this course should be able to read and listen on at least C1 level of the CEFR. (upper – intermediate / advanced level)

6 Exemption Possibilities

None

7 Competencies

At the end of this course students should be able:

- To fully function in any academic or professional environment without any hesitation in language, attitude and behaviour.
- To fully take part in debates, meetings and other professional gatherings as well as being able to converse at a more colloquial level.
- To show understanding of international news sources and be able to discuss this at an advanced level.
- To be able to write academic pieces from various perspectives.

8 Didactic Forms

There is one lecture session per week of 90 minutes in which speaking, conversational and listening skills are practised. Furthermore international news is being discussed in those sessions. In the second 180 minute section, we shall practice a variety of academic writing skills.

9 Assessment

Type of Assessment	Weighting	Min. Mark
TOETS1	100%	5,5

The conversations, listening exercises and topics of the week are formative and have to be passed with a pass.

The academic writing skills will be graded with an average mark, based on the writing assignment that you handed in. Please note that all assignments need to be handed in within the deadline! Attendance is compulsory since this is a training course. In case you are ill or otherwise absent you must inform your teacher. A total of three classes may be missed per term.

10 Course Material and Literature

All course material will be provided by the teacher.

. (Recommended)

Title:	Practical English Usage				
Author(s):	Michael Swan				
ISBN:	978-0-19-420241-1	Edition:	4	Publisher:	OUP

Title:	Academic Writing in English, A process-Based Approach				
Author(s):	Janene van Loon, Arnoud Thüss & others				
ISBN:	978-90-469-0649-1	Edition:	3	Publisher:	Coutinho

Title:					
Author(s):					
ISBN:		Edition:		Publisher:	

11 Course Evaluation

At the end of this course.