

SEE University Language Center – Basic Skills English Program

Winter Semester 2009/10

Course title: Level 3

Course section:

Meeting time:

Classroom:

Lecturer:

Office:

Office tel.:

E-mail:

Office hours:

✓ **Course Information**

Basic Skills English Level 3 is a one-semester course meeting 4 class hours each week. The full length of the course is 12 weeks.

✓ **General Course Content**

The course follows **New English File (Intermediate)**. Apart from the **New English File** books supplemental materials such as newspapers, videos, books, extra materials taken from English Language Teaching books and other resources will be given to students.

✓ **General Course Goals**

By the end of this course students should be at CEF level A2+ (Common European Framework).

Students will understand and manage simple routine exchanges without undue effort, make themselves understood and exchange ideas and information on familiar topics in predictable everyday situations (provided the other person helps if necessary). Students will be able to deal with everyday situations with predictable content (though they will generally have to compromise the message and search for words). Upon completion of this level, students should be significantly more able to sustain monologues. Students will read and comprehend simple texts and respond critically to them. In terms of writing, students will be able to write logically organized and connected narratives.

Students should be able to master the following:

1. Order food at a restaurant

- Make instant decisions. (will)
- Discuss different cuisines and different types of food.
- List ingredients – Describe the ingredients of their favourite dish.
- Express likes/dislikes about food, taste and manner of preparation.
- **Role play – Customer ordering food from a waiter at a restaurant using the menu. (Rubric)**
- **Bring in certain food to share, eat and discuss.**

2. Write a narrative paragraph

- Write about past habits.
- Write about experiences in the past.
- Write a paragraph with an introduction and conclusion
- Organize details in a logical order
- Write a narrative paragraph that has correct punctuation, spelling and capitalization.

3. Discuss personal relationships

- Differentiate among extended family ties.
- Describe relationships between family members.
- Describe their own relationship with a specific family member or significant other.
- **Simulate holiday/meal/engagement party/birthday party. Watch a short video clip and compare it to the simulation. (Rubric)**
- **Debate living in an extended family vs immediate family. (Rubric)**

4. Talk about money in regards to finance and banking.
 - Use the acquired vocabulary for financial and banking purposes.
 - Exchange currency in a foreign country. (optional)
 - With a given amount of money Ss will choose products from a catalogue and then talk to a partner to justify purchases.
 - **Role play and interview with a loan officer. (Rubric)** (optional)
 - **Role play – Tourist at an exchange office. (Rubric)** (optional)

5. Talk about taking a trip
 - Use acquired vocabulary when preparing for and going on a trip.
 - Interact in different situations that may arise while on a trip.
 - Compare/contrast different hotels using catalogues/brochures.
 - **Potential traveler visits a travel agency and the travel agent recommends different itinerary. (Rubric)**
 - **Act as a guide for a particular city/place. Ss give presentation describing specific attractions. (Rubric)**
 - **Role play – Check in/out at an airport/hotel. (Rubric)**

6. Describe someone's personality and appearance
 - Describe themselves and others in terms of personality and appearance.
 - Use the acquire vocabulary for describing personality and appearance.
 - Write ads containing description of people.(optional)
 - Discuss possible options of matchmaking. (optional)
 - Describe their ideal girl/boy. (optional)
 - Describe the same person from a positive and negative aspect using a picture.

The students should be introduced to the following:

Conditionals 1 & 2
Future clauses

✓ Assignments

Different types of assignments will be counted towards the final grade, such as: workbook exercises, quizzes and in-class writings and in-class readings. There will be three in-class reading and three in-class writing assignments during the semester. Students are expected to do them and hand them in on time, during the class. These assignments can not be made up except in case of an excused absence (medical condition or other emergency). During this semester students will have a final achievement test.

✓ Text Books

New English File – Intermediate (student's book and workbook).

Reader: *Levelled readers adapted for level 3*

✓ Other Materials

Monolingual dictionary

Notebooks and other materials

✓ Policies

Attendance:

- Students are expected to come to class regularly and on time.
- Every late coming and absence will be properly noted by the teacher in the class register list.
- Three late comings will result in one unexcused absence.
- **4 (four)** unexcused absences will result in exclusion from the final achievement tests.

Assessment:

Assessment criteria are selected to measure and reward both effort and achievement, and are applied equally to all students without bias.

- Final course grades will be determined based on the following grading criteria:

Attendance/Participation/Homework	10
Speaking skills	10
Quizzes	10
Writing skills	10
Reading skills	10
Writing skills evaluation	10
Final exam	40
Total:	100

- Final course grades will be awarded according to the following scale:

95% - 100%	10.0
86% - 94%	9.0
77% - 85%	8.0
68% - 76%	7.0
60% - 67%	6.0
59% - below	5.0

- Writing rubric **Level 3**

Narrative Rubric	Points Possible	Points Given
Narrative is organized in a logical order	4	
Narrative has an introduction	2	
Narrative has a conclusion	2	
Word choice and appropriate details (descriptive characters and settings)	6	
Spelling, punctuation, capitalization	3	
Sentence structure (grammar)	3	
Total points	20	

*Note: Total number of points awarded will be limited if the paragraph is off topic and/or not formatted correctly.

- In order to be promoted the next level in the Basic Skills English program, a student must meet the following two course requirements:
 1. Have a **cumulative course grade** of six (6) or higher;
 2. Earn 60% or higher on the final exam
- If a student earns a final course grade of six (6) or higher *but does not reach 60% on the final exam*, he/she will **not** receive a final grade. Instead, he/she will receive an *Incomplete* and be required to take a make-up examination or repeat the mid-term and final examinations during the following semester. (NB: If a student fails to complete the course within one academic year of receiving an incomplete, he/she will receive a final course grade of five (5) and be required to take the course again completely.)

Plagiarism. Cheating on an achievement test will result in immediate expulsion from the testing room and zero (0) points on the test. The student's name will also be reported to his/her faculty dean. Cheating and all other cases of plagiarism will be handled in accordance with policies outlined in the SEEU Book of Rules.

New English File-Intermediate Level 3

<p>Week 1 28 Sept – 02 Oct</p>	<p>INTRODUCTORY WEEK Introducing the course content.</p> <p>LESSON # 1 Introducing themselves: Ss say 3 things about themselves out of which 2 are true and 1 is a lie. Mingling with other Ss they have to guess which one is a lie. Open class feedback. Intermediate Teacher’s book on p. 171 and p. 172 – Getting to know you (pairwork – Speaking)</p> <p>LESSON # 2 Intermediate Teacher’s book on p. 140 and p. 141 – Introduction a & b (grammar)</p> <p>LESSON # 3 Intermediate Teacher’s book on p. 197 – Card game (vocabulary)</p> <p>* Optional activities can be found on the CD accompanying the Teacher’s Book.</p>
<p>Week 2 05 – 09 Oct</p>	<p>File 1 A Order food at a restaurant Food: fuel or pleasure?</p> <ul style="list-style-type: none"> ❖ Reading, p.4 and Vocabulary (food and restaurants) p.5 to introduce food vocab. 2 & 3 ❖ Express likes/dislikes about food, taste and manner of preparation.(Action and non-action verbs) 4 ❖ Ss describe the ingredients of their favourite dish (Supplementary material) 3 ❖ Bring in certain food to share, eat and discuss. 6
<p>Week 3 12 – 16 Oct</p>	<ul style="list-style-type: none"> ❖ Vocabulary bank (food and restaurants p.144) 2 & 3 ❖ Discuss different cuisines and different types of food, Listening, p.7 2 ❖ Introduce <i>will</i> for instant decisions (Supplementary material) 1 ❖ Role play – Customer ordering food from a waiter at a restaurant using the menu. (Rubric) 5
<p>Week 4 19 – 23 Oct</p>	<ul style="list-style-type: none"> ❖ Introduce past tenses (past tenses : simple, continuous, perfect - Supplementary material) through pre-writing ❖ Personal Narrative (Activities from the writing handbook) ❖ WRITING SKILLS #1: Write about past habits using (past tenses : simple, continuous, perfect) ❖ Speaking: Talk for two minutes about an experience in the past using past tenses <p><i>*NB. Teacher holds writing conferences with Ss when necessary.</i></p>
<p>Week 5 26 – 30 Oct</p>	<ul style="list-style-type: none"> ❖ Write about experiences in the past. ❖ Write a paragraph with an introduction and conclusion ❖ Organize details in a logical order ❖ Organize details in a logical order ❖ Write a narrative paragraph that has correct punctuation, spelling and capitalization. (Rubric) <p><i>*NB. Teacher holds writing conferences with Ss when necessary.</i></p>
<p>Week 6 02 – 06 November</p>	<p>File 1 C Discuss personal relationships We are family</p> <ul style="list-style-type: none"> ❖ Reading p.12 ❖ Vocabulary p.13 1 ❖ Differentiate among extended family ties (use the vocabulary from p.13). 1 ❖ Describe relationships between family members. 2 ❖ Debate living in an extended family vs immediate family. (Rubric) 5 ❖ Vocabulary, p.146 1 ❖ Listening, p.15 ❖ Describe their own relationship with a specific family member or significant other. 3 ❖ Simulate holiday/meal/engagement party/birthday party. Watch a short video clip and compare it to the simulation. (Rubric) 4

<p>Week 7 9 – 13 November</p>	<p>File 2 A Talk about money in regards to finance and banking Ka-ching!</p> <ul style="list-style-type: none"> ❖ Vocabulary and listening : money p.20 1 ❖ Introduce present perfect and compare it with past simple, p.21, p.132 <ul style="list-style-type: none"> ❖ Vocabulary bank (money) p.147 1 ❖ WRITING SKILLS #2: Personal narrative writing (topics from speaking activity p.21) ❖ With a given amount of money Ss will choose products from a catalogue and then talk to a partner to justify purchases. 3 <p><i>*NB. Teacher holds writing conferences with Ss when necessary.</i></p>
<p>Week 8 16 – 20 November</p>	<p>REVISION</p> <ul style="list-style-type: none"> ❖ e.g. Revise and Check p.18-19 ❖ Quiz #1 <ul style="list-style-type: none"> ❖ Practical English (Introductions) p.16; (Describing a person) p.17 ❖ READING SKILLS #1: (Reading pack) <p><i>* Optional activities can be found on the CD accompanying the Teacher’s Book.</i></p>
<p>Week 9 23 – 27 November</p>	<p>File 2C Taking a trip Race to the sun</p> <ul style="list-style-type: none"> ❖ Reading p.28-29 ❖ Listening p.29 ❖ Grammar : Comparatives and Superlatives p.30 ❖ Compare/contrast different hotels using catalogues/brochures 3 <ul style="list-style-type: none"> ❖ Vocabulary, p.30, p.148 1 ❖ Use acquired vocabulary when preparing for and going on a trip. 1 ❖ Potential traveler visits a travel agency and the travel agent recommends different itinerary. (Rubric) 4 ❖ Role play – Check in/out at an airport/hotel. (Rubric) 6
<p>Week 10 30 November – 04 December</p>	<p>File 3B Describe someone’s personality and appearance Judging by appearances</p> <ul style="list-style-type: none"> ❖ Reading p.40 ❖ Vocabulary (describing people) p.149 2 ❖ Describe themselves and others in terms of personality and appearance. 1 <ul style="list-style-type: none"> ❖ Listening, p.41 ❖ Writing activity: Bring photo/s and Ss describe the person from a positive and negative aspect using a picture 6
<p>Week 11 08 – 12 December</p>	<ul style="list-style-type: none"> ❖ Introduce first conditional (Supplementary material) ❖ Practical English (In the office) p.32; (Telling a story) p.33 <ul style="list-style-type: none"> ❖ READING SKILLS #2: (Reading pack)
<p>Week 12 15 – 19 December</p>	<ul style="list-style-type: none"> ❖ Introduce future clauses (Supplementary material) ❖ Practical English (Renting a flat) p.48
<p>Week 13 21 – 24 December</p>	<p>REVISION FOR THE FINAL EXAM</p> <ul style="list-style-type: none"> ❖ Quiz #2 <p><i>* Optional activities can be found on the CD accompanying the Teacher’s Book.</i></p>
	<p>FINAL EXAM</p>

