



WOLLONGONG COLLEGE AUSTRALIA

A College of the University of Wollongong

General English

Upper Elective

Academic Skills

(CRICOS course codes: 057131G, 057140F)

Student Course Outline

Module 3

ITC Education Ltd trading as
Wollongong College Australia
CRICOS 02723D
ABN 14105312329

Academic skills – Modules 1 - 3

Broad aims of course

The Academic Skills (AS) elective is designed to prepare students for more formal academic study and to provide them with the opportunity to learn about cultural differences. To this end, students are provided with opportunities to acquire language skills and to practise them in appropriate academic contexts, such as reading, writing explanation and argument paragraphs and essays as well as learning academic language. Students are encouraged to develop analytical thought and independent learning.

Course structure

AS is a full-time program of 20 hours per week with each cycle being of 5 weeks duration.

Attendance

Refer to the Student Handbook for attendance requirements

Prerequisites and articulation

All students sit a WCA placement test on entering the College.

It is expected that students satisfactorily pass the ES3 final exam or be assessed as ready for AS according to the WCA placement test. Students can enter Academic Skills at the beginning of a module or progress through the modules when an appropriate language level is reached. Module 3 is a necessary component for students planning to study in the advanced level EAP program and Foundation Studies.

Progression to a 15 week ETS or FSP3:	a 50% pass in Module 3 and a 50% pass in writing
Progression to Foundation Studies 2 session:	a 60% pass or higher in the final Academic Skills Module 3 exam and a 60% pass in writing
Progression to the ETS 10 week course:	a 60% pass or higher in the final Academic Skills Module 3 exam and a 60% pass in writing
Progression to English for Business:	a 60% pass or higher in the final Academic Skills Module 3 exam and a 60% pass in writing

Course description

The Academic Skills course focuses on the skills required for students to enter the advanced level EAP program: English for Tertiary Studies, English for Business and Foundation Studies. AS is a skills-based course with language, speaking, listening, reading, writing and research components.

AS consists of three modules, which are presented through the topics outlined below. Teachers will choose one of the topics in each cycle. Assessment in each module is also based on these topics and includes listening, speaking, reading and writing.

	Module 1	Module 2	Module 3
Series 1	Endangered animals	Education	Health
Series 2	Tourism	Media	Aid
Series 3	Environment	Energy	Population

Students are expected to maintain a folder of homework and class exercises, which should be submitted if requested by the class teacher or Program Manager. This folder can be used for evaluation of a student's work.

Specific objectives – Modules 1 - 3

Reading

At the end of this course students should be able to:

- skim and scan.
- understand the relationships within and between sentences and paragraphs, reference back, predict and identify meanings from a text.
- read prescribed texts and orally retell them.
- be aware of the differences between various kinds of written texts according to their purposes.
- read, make and take notes, write a summary of a text.
- show awareness of the appropriate use of cause and effect, comparison and contrast and sequence markers.

Writing

At the end of this course students should be able to:

- write grammatically in English, with an ability to write simple sentences and with reasonable control of complex sentence structures.
- write a summary of a text, and make and take notes.
- show awareness of the appropriate use of cause and effect, comparison and contrast and sequence markers.
- Write short explanation and argument essays

Speaking

At the end of this course students should be able to:

- communicate effectively in the classroom with other students and the teacher.
- read prescribed texts and orally retell them.
- give a powerpoint or in-class presentation

Listening

At the end of this course students should be able to:

- listen to a short talk or video and retell or write a short piece based on the listening.
- listen to a 10 minute talk or short video and answer a series of questions based on the talk/video.
- listen to a short lecture and take notes, then complete a writing task based on the notes.

Dictionary Skills

Students are encouraged to buy *The Cobuild Student's Dictionary*, 1996, New Edition, Harper Collins, London.

At the end of this course students should be able to use dictionaries as an aid to:

- editing.
- checking pronunciation
- checking parts of speech
- looking for synonyms

Study skills

At the end of this course students should be able to:

- develop an opinion based on class discussion and individual reading.
- collect and organize information in order to complete prescribed tasks, e.g. an essay or seminar.
- manage personal study time.
- complete out of class assignments and homework on time.

Correction code

Students need to become familiar with the College's correction code. The code:

- allows students to write and/or word process an improved second draft of essays or paragraphs.
- facilitates peer and group editing tasks.
- enables students to identify errors follow up on weaknesses.

Assessment

Assessment is continuous throughout the course. A final exam held at the end of Module 3 is used to determine student progression to other WCA courses. The assessment components of each module are detailed in the course outline.

Course outline for Module 3

Language features

The following language features will usually be covered throughout the course.

- adjective clauses
- using adjectives, adverbs
- logical connection between clause/sentence/paragraph
- modal verbs: can, may, should, could and negatives
- using gerunds and infinitives
- prepositions and prepositional phrases
- conditionals ('0', 1st)
- noun groups - order of nominal groups
- abstract, countable and uncountable nouns
- parts of speech
- present simple passive
- cause and effect verbs with noun groups
- cause and effect conjunctions
- comparison and contrast
- revision of language features listed in Modules 1 and 2.

Weekly Outline

Variations to lesson content may occur depending on the needs of the group, as long as the course objectives are met.

Week One

Revision and consolidation of work covered in Modules 1 and 2
Summary writing
Cause and effect/comparison and contrast/ passive sentence structures
Simple, compound and complex sentence structures
Nominal groups
Parts of speech <ul style="list-style-type: none">• changing verbs to nouns• changing adjectives to nouns• changing nouns to adjectives• using participles as adjectives
Speed reading practice
Listening practice with news videos
Further practice with listening and note-taking
Dictionary, vocabulary and spelling tasks
Introduction to argument essay structure

Week Two

Revision and consolidation of work covered in Week 1
Using the editing code
Writing adjective clauses
Introduction paragraph for argument essay
Reading different types of texts
Practice with subordinate and relative clauses
Reading for the main idea
Discussing academic topics
Answering essay questions
Vocabulary and spelling practice
Listening practice with news videos
Lecture listening practice
Speed reading practice
Summary writing practice
Revision and consolidation of work covered in Week 1
Using the editing code
Writing adjective clauses

Introduction paragraph for argument essay
Reading different types of texts
Practice with subordinate and relative clauses
Reading for the main idea
Discussing academic topics
Answering essay questions
Vocabulary and spelling practice
Listening practice with news videos
Lecture listening practice
Speed reading practice
Summary writing practice

Week Three

Revision and consolidation of work covered in Week 1 and 2
Body paragraphs and conclusion for argument essay
Vocabulary and spelling practice
Listening practice with news videos
Speed reading practice
Lecture listening practice
Note-taking and summarising a paragraph

Week Four

Revision and consolidation of work covered in Week 1, 2 and 3
Further practice with adjective clauses
Note-taking and summarising a complete text
Revision of sentence structure <ul style="list-style-type: none"> • cause and effect verbs with noun groups • cause and effect sentences with conjunctions • contrast sentences • present simple passives • adjective clauses
Revision and consolidation of the topic
Practice tests for Module 3 exam

Week Five

Exams
Assessment tasks: <ul style="list-style-type: none"> • writing an argument essay • reading comprehension task • summary writing • mini lecture

Assessment for Academic Skills Module 3

Continuous assessment

Assessment is continuous throughout the course. Students are expected to maintain a folder of homework and class exercises, which should be submitted if requested by the class teacher or Program Manager. This folder may be used for evaluation of a student's work.

Assessments for module 3

An exam essay

Reading tasks including summary writing

Listening assessment

The time allocated to end of cycle testing in Module 3 is approximately 4 hours.

It is a requirement of the Education for Overseas Students Act 2000 (ESOS) that international students remain on a full time study load. This is defined by the National English Language Accreditation Scheme as 20 contact hours per week for English programs.

As a condition of their student visa, international students must maintain a minimum rate of 80% attendance in every cycle. A minimum of 80% attendance is also required to maintain satisfactory course progress. Students whose attendance is not at least 80% may not be considered to have attended enough hours of tuition to have 'completed' their course and may be reported to immigration.

There is an end of cycle WCA 1-6 Student Report assessing the four macro skills. This report is to be completed for all finishing students.

Assessments - Academic Skills Module 3

<u>Task</u>	<u>Due</u>	<u>Weighting</u>	<u>Time</u>
Listening			
Final examination	Week 5	20%	45 minutes
Reading			
Reading of short texts	Week 5	30%	60 minutes
Summary writing			30 minutes
Writing			
Essay - 250 words	Week 5	50%	1 hour

Marking Guidelines

WCA best practice is that students can normally expect to have assessment tasks handed back within two weeks, and before the next assessment task is due. On occasion there may be exceptions to this time frame due to, for example, the size of the task, the size of the class, teacher illness or teacher leave.