

**Technical English Syllabus**  
**MSc. Course , College of Engineering AlKhawrizmi**

**Course Description**

The course is designed to enable MSc. students to use English effectively in the academic contexts they will encounter during their studies. The main emphasis is on improving students' competence and proficiency in using English in these contexts to improve their skills to read, speak, and write in English. The course uses the main skills; listening, ,reading, writing, speaking and grammar.

**Learning Outcomes:**

On completion of the course students should be able to:

- Demonstrate the written and speaking skills and critical thinking skills necessary for postgraduate level.
  - Apply standard conventions for essay writing
  - Enhance writing skills
    - Use correct English grammar in writing with regard to sentence structure, verb and noun forms, tenses, and other grammatical structures.
  - Demonstrate understanding of grammar in speaking and writing.
- Acquire and use new academic vocabulary.
  - Give oral presentations.
- Listen to academic lectures/conversations and have comprehension of these conversations.
- Use references with proper citation conventions in their own writing.

**Textbook**

Philpot, Sarah. *Headway Academic Skills : Reading, Writing, and Study Skills*, Level 2. Student Book. Oxford: Oxford University Press, 2011.

**Assessment:**

- Term exam at the end of the course
- Writing a short paper at the end of the course (Semester 1)
- Presentations in class at the end of the course (Semester 2)
- Tests and quizzes

## The First Semester

### Week 1

- Introductions and a briefing about the course, its goals, learning outcomes, assessment and the requirements needed to complete it
- **Unit One: *Headway Academic Skills***  
READING: Going abroad to study
- **Parts of speech**  
Structure of sentences in English  
Exercises

### Week 2

- **Unit One: *Headway Academic Skills***  
WRITING: A host family
- **Tenses in English: Present, past , progressive, perfect tenses**  
Uses and examples  
Exercises and quiz in class

### Week 3

- **Unit One: *Headway Academic Skills***  
**Review of Unit one**
- **Reading skills: types and techniques of reading**  
Reading a passage from the textbook that students are assigned to read in advance  
In class: revising vocabulary, grammar and doing exercises in class to ensure comprehension.

### Week 4

- **Unit Two: *Headway Academic Skills***  
READING :Three countries
- **Writing: Overview**  
The writing process
- Academic Writing  
Research  
Characteristics of academic writing
- Structure of an essay (preliminaries, main body and end matter )
- Text organization  
Writing introductions, literature review, results and conclusions

### Week 5

- **Unit Two: *Headway Academic Skills***  
WRITING: My country
- **Academic Writing**  
Writing a paragraphs  
Developing an outline  
Writing topic sentences  
Supporting details

Concluding sentences  
Organization and transition

### Week 6

- **Unit Two: *Headway Academic Skills***  
Review of Unit 2
- **Passive voice**  
Uses of passive voice in academic writing  
Examples and exercises

### Week 7

- **Unit Three: *Headway Academic Skills***  
READING: An unexpected journey
- **Modal Verbs**  
Examples and exercises

### Week 8

- **Unit Three: *Headway Academic Skills***  
WRITING: Mistaken identity
- **Connectors and transition**  
Contrast  
addition  
Conclusion  
Giving examples  
Connectors of emphasis  
Cause and effect  
Comparison

### Week 9

- **Unit Three: *Headway Academic Skills***  
Review of Unit 3
- **Writing formal emails**  
Formal language  
Starting and ending an email  
Stating the purpose  
Signature and closing the email

### Week 10

- **Unit Four: *Headway Academic Skills***  
READING: Innovations
- **Conditional Sentences**  
Examples and exercises
- **Listening**  
Discussion and questions in class followed by exercises students do

### Week 11

- **Unit Four: *Headway Academic Skills***  
WRITING: Technology - good or bad?
- **Prepositions**

Uses, examples and exercises.

### **Week 12**

- **Unit Four: *Headway Academic Skills***  
Review of Unit 4
- **Speaking in Academic Contexts**
  - Formal greetings
  - Starting and ending a conversation
  - Introducing yourself and others
  - Asking questions, suggesting, apologizing, advice
  - Agreeing/disagreeing

### **Week 13**

- **Unit Five: *Headway Academic Skills***  
READING A conference in Istanbul
- **Pronouns and Relative Pronouns**
- Quiz

### **Week 14**

- **Unit Five: *Headway Academic Skills***  
WRITING: Invitations
- **Articles**  
Uses and Examples

### **Week 15**

Term Exam followed by discussion and feedback about the course

## The Second Semester

### Week 1

- Introductions and a briefing about the course, its goals, learning outcomes, assessment and the requirements needed to complete it
- **Unit Six : *Headway Academic Skills***  
Unit 6 Science and our world : READING Airpollution
- **Academic writing**
  - Revision of main rules and mechanics of writing essays
  - Ways of organizing essays.
  - Writing critically
  - Arguing, discussing and analyzing
  - Evaluating other points of view
  - Comparing and contrasting: similarities and differences
  - Degrees of certainties
  - Persuading

### Week 2

- **Unit Six : *Headway Academic Skills***  
WRITING Trends
- **Paraphrasing and summarizing**  
Examples and Exercises

### Week 3

- **Unit Six : *Headway Academic Skills***  
Review of Unit 6
- **Writing an academic biography and CV**  
Examples and assigning students to write academic bios

### Week 4

- **Unit Seven: *Headway Academic Skills***  
READING: Three famous writers
- **Subject-Verb Agreement**  
Examples and exercises
- Listening  
Listening to a conversation followed by a discussion and questions in class followed by exercises students do

### Week 5

- **Unit Seven : *Headway Academic Skills***  
RESEARCH Information on the Net
- **Count and noncount nouns**

### Week 6

- **Unit Seven : *Headway Academic Skills***  
Review of Unit 7

### Academic writing

- Cohesion

- Clarity and length
- Formality in academic language
- Use of pronouns

#### Week 7

- **Unit Eight : *Headway Academic Skills***  
READING: Computers
- **Presentation skills**  
How to present a paper in a conference

#### Week 8

- **Unit Eight : *Headway Academic Skills***  
WRITING: IT - benefits and drawbacks
- **Punctuation in academic writing**  
Exercises

#### Week 9

- **Unit Eight : *Headway Academic Skills***  
Review of Unit 8
- **References and citation**  
Basic guidelines of citation  
IEEE citation guide and Harvard citation guide

#### Week 10

- **Unit Nine : *Headway Academic Skills***  
READING: How things work
- **References and plagiarism.**  
What is plagiarism?  
How to avoid plagiarism in academic papers and theses

#### Week 11

- **Unit Nine : *Headway Academic Skills***  
WRITING: How things are made and Review
- **Conversation in academic contexts**  
Job interview  
Conferences  
Talking with your supervisor  
At the lab / at the office

#### Week 12

- **Unit Ten : *Headway Academic Skills***  
READING: International tourism
- **Writing numbers in academic writing**  
Examples and exercises

#### Week 13

- **Unit Ten : *Headway Academic Skills***  
VOCABULARY DEVELOPMENT: Varying vocabulary (2)

- **Academic Vocabulary**  
Scientific language  
Unbiased language
- Listening to a conversation followed by a discussion and questions in class followed by exercises students do

**Week 14**

Presentations by students as part of the final requirements of the course, followed by feedback and questions and comments

**Week 15**

Term Exam followed by discussion and feedback with students to conclude the course