

Identification	Subject(code, title, credits)	ENGL 102 English Foundations 2-4 KU/8ECTS
	Department	English Language and Literature
	Program(undergraduate,graduate)	Undergraduate
	Term	Spring, 2023
	Instructor	Sevda Ibrahimli
	E-mail:	ibrahimli.sevda65@gmail.com
	Phone:	0772779935
	Classroom/hours	Tuesday 08:30 a.m – 15:10 p.m Thursday 08:30 a.m – 15:10 p.m Saturday 08:30 a.m – 15:10 p.m
	Office hours	Tuesday 08:30 am- 15:30 pm Thursday 08:30 am- 15:30 pm Saturday 08:30 am- 15:30 pm
Prerequisites	ENGL-101	
Language	English	
Compulsory/ Elective	Compulsory	
Required textbooks and course materials	<p>- Market Leader, pre-intermediate, Coursebook by John Rogers, 2012</p> <p>-New Total English, pre-intermediate Student's Book by Araminta Grace with Richard Acklam, Pearson Education Limited, 2011</p> <p>-Tactics for Listening, developing Oxford University Press, by Jack.C.Richards ,2010</p> <p>Writing in Paragraphs, Dorothy E. Zemach, Carlos Islam 2011</p> <p>-Cause and Effects, Reading and Vocabulary Development, Thomson, by Patricia Ackert,2005</p>	
Course website	<p>-Ello, Tall Tales, ESL.worksheets.com, ESL Galaxy, Breaking News English</p> <p>-Waygook.org /Academic English café / Online Writing Lab (OWL)</p>	
Course outline	The course focuses on 4 essential language skills and contributes to their development in an integrated way. Students learn to communicate both in spoken and written forms on a variety of topics. English proficiency level of CEFR B1 is achieved.	
Course objectives	<p>To enable the students to:</p> <ul style="list-style-type: none"> • Think critically, recognizing attitudes and proposing solutions • Paraphrase and analyze texts on various topics • Speak out and write on topics introduced via video and audio resources • Enrich their vocabulary through current topics as well as topics related to science, history, education, environment etc. • Broaden English grammar so that they can speak and write coherently • Build writing portfolios • Give individual or group presentations • Speak out in debates 	
Learning outcomes	<p>By the end of this course students should be able to:</p> <ul style="list-style-type: none"> • Demonstrate reading, listening, speaking and writing skills in English on various topics • Demonstrate critical thinking supporting their arguments • Manage to summarize and paraphrase texts and books they have read (Informational and narratives) • Attain literacy and communication skills while paraphrasing relevant texts and narratives • Remember and apply vocabulary and word definitions gained during the course • Apply concise grammar in written and oral tasks • Be able to make presentations on related or supplementary topics • Achieve coherent writing skills supplemented by drafting, revisions and edition 	

Teaching methods	Lecture		
	Group discussion		+
	Experiential exercise		
	Case analysis		+
	Simulation		+
	Course paper		+
	Others		+
Evaluation	Methods	Date/deadlines	Percentage (%)
	Midterm exam	April	30
	Active Reading Strategy	Till the final exam	10
	Writing portfolio	Till the final exam	5
	Grammar quiz	Till the final exam	5
	Participation	Till the final exam	5
	Speaking exam	The last week of May	5
	Activity(Debate)	Till the final exam	5
	Final exam	June	35
	Total		100
Policy/Assessment	<p>Assessment</p> <p>Poster gives instructors an opportunity to diagnose any major mistakes made by students in oral language.</p> <p>The exam is held at the end of the course. Face-to-face interaction in oral language enables students to review the material covered during the course; build confidence to think and respond quickly; apply required vocabulary; encourage further oral proficiency; take part in the constructive exchange of ideas; communicate with two or more people on different topics and the ones related to their specific field of study. If successfully, students will be able to get maximal 5 points.</p> <p>Writing portfolio:</p> <p>Students are required to build portfolios that involve written tasks covered during the course.</p> <p>Portfolio evaluates students' ability to apply vocabulary gained in written form, to assess grammatical accuracy, demonstrate critical thinking and use imagination. Students are supposed to write different kinds of paragraphs throughout the semester. The teacher will evaluate all those pieces of writings and continuously students will get feedback from the teacher. If successfully, students will be able to get maximal 10 points.</p> <p>Active Reading Strategies:</p> <p>Students are required to read intensively and extensively both updated authentic informational texts (on science, history, education, environment etc.) and narratives (fiction, drama) that focus on building attitude, language and phonetic awareness, comprehension strategies, vocabulary development, writing skills, accuracy, creativity and imagination. If successfully, students will be able to get maximal 10 points.</p> <p>Class participation and activity. The students are expected to contribute to discussions in each class, to participate in debates (debate engages students in a variety of linguistic ways. It is also highly effective for developing students' critical and analytical skills) actively and to do all home assignments given by the instructor and exercises from their student's book and workbook on time. If successfully, students will be able to get maximal 10 points.</p> <p>Course Policies</p> <p>Attendance (Lateness): Attendance is important. Absences can be detrimental to one's grade due to the number of class activities (presentations and class participation) and complexity of the subject. For every three unexcused absences one (1) point will be deducted from the grade point average. More than 10 unexcused absences are excessive. Free participation is discouraged.</p> <p>Missed exams or assignments: Advance notification should be given if the student is unable to attend a scheduled presentation or test. Full class participation and completion of assigned homework are necessary.</p> <p>Academic Dishonesty: Any plagiarism while studying will be severely penalized, including the possibility of receiving a non-pass for the course. Reference should be given to the sources used in one's work. However, any research paper consisting of references and citations only, without further analysis by the student, will not be acceptable either.</p> <p>Cheating during the tests will be penalized including the possibility of a zero mark on the test.</p>		

Topics of presentations / project papers will be pre-determined by the instructor. Free presentations / paper topics are not allowed. Presentation in cooperation with other students is allowed if pre-agreed with the instructor.			
Tentative Schedule			
Week	Date/Day (tentative)	Topics	Textbook/Assignments/Reading
1		Introduction to the course.	
2		24 hours Simple present, adverbs of frequency, present continuous <i>Course content: Careers</i> Write about your career	Market Leader, Unit 1. Careers
3		Companies Past simple, present perfect simple: experience, questions, have/has <i>Course content:</i> Doing research work on famous companies	Market Leader. Unit 2, Companies
4		Selling Be going to, present continuous, defining relative clauses <i>Course content:</i> Describing selling processes Doing research work on selling	Market Leader, Unit 3, Selling
5		Great Ideas Comparative, superlative adjectives, indirect question <i>Course content:</i> Describing great people, great ideas	Market Leader, Unit 4, Great Ideas
6		Stress <i>Should, have to, can</i> , present perfect simple, <i>used to</i> <i>Course Content:</i> Describing stress	Market Leader, Unit 5, Stress
7		Entertaining <i>Will, may, might</i> , countable and uncountable nouns, <i>too, too much/many, (not) enough</i> <i>Course content</i> : Write about your ways of entertaining	Market Leader, Unit 6, Entertaining
8		Presentations and evaluation Review session Midterm Exam	
9		New Business First conditional, gerunds and infinitives, <i>stop, try, remember</i> <i>Course content:</i> The ways of doing business in this country	Market Leader, Unit 7, New Business
10		Marketing Present simple passive, prepositions of time, past continuous and past simple <i>Course content:</i> researching ways of marketing	Market Leader, Unit 8, Marketing
11		Planning <i>can, could, be able to</i> , adverbs of manner, past simple passive <i>Course content:</i> Planning your work and life	Market Leader, Unit 9, Planning

12		Managing people Present perfect simple, verbs with objects, past perfect simple <i>Course content:</i> Management of work	Market Leader, Unit 10, Managing People
13		Conflict <i>Would, articles, will and be going to</i> <i>Course content:</i> Phrasal verbs, International and local conflicts	Market Leader, Unit 11, Conflict
14		Products Second conditional, reported speech, <i>both, either, neither</i> <i>Course content:</i> retail and wholesale products	Market Leader, Unit 12, Products
15		Presentations and evaluation Review session Posters	
16		Final Exam	

