

Identification	Subject (code, title, credits)	ENGL 102 English Foundations 2 4KU-8ECTS
	Department	English Language and Literature
	Program (undergraduate, graduate)	Undergraduate
	Term	Spring,2024
	Instructor	Kamala Askerova
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	Phone:	0503569935
	Classroom/hours	Tuesday 8.30am- 11.50 a.m. Thursday. 8.30 am- 11.50 a.m. Friday. 8.30 am- 11.50 a.m
	Office hours	Tue.; Thur.10 a.m.-15 p.m.
Prerequisites	ENGL-101	
Language	English	
Compulsory/Elective	Compulsory	
Required textbooks and course materials	<ul style="list-style-type: none"> • Intelligent Business intermediate Student's Book by Tonya Trappe/ Graham Tullis. Pearson Education Limited 2008 • Cover-to-Cover 2 ,3, Oxford University Press, 2008 • Tactics for Listening, developing Oxford University Press, by Jack.C.Richards ,2010 	
Course website	Breaking News English, Ello, Tall Tales, ESL.worksheets.com, ESL Galaxy, Waygook.org / Academic English café / Online Writing Lab(OWL)	
Course outline	The course focuses on traditional 4 skills plus specific vocabulary development. Students learn to communicate, make presentations both in spoken and written forms on a variety of topics. English proficiency level of CEFR B1 is achieved.	
Course objectives	To enable the students to: <ul style="list-style-type: none"> • To communicate and express themselves with fluency, accuracy and confidence in business-oriented situations • Paraphrase and analyze texts on various topics • Speak out and write on topics introduced via video and audio resources • Enrich their specific vocabulary through variety of business contexts • Broaden English grammar • Build writing portfolios • Give individual or group presentations • Speak out in debates 	
	By the end of this course students should be able to:	

Learning outcomes	<ul style="list-style-type: none"> • Demonstrate reading, listening, speaking and writing skills in English on business-oriented topics • 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 specific 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 revisions 		
Teaching methods	Lecture		
	Group discussion		Group discussion
	Experiential exercise		
	Case analysis		
	Simulation		Simulation
	Course paper		
	Others		
Evaluation	Methods	Date/deadlines	Percentage (%)
	Midterm exam		30
	Reading project		10
	Writing project		5
	Participation		5
	Speaking/ Debate		10
	Activity		5
	Final exam		35
	Total		100
Assessment/ Policy	<p>Oral exam gives instructors an opportunity to diagnose any major mistakes made by students in oral language. 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</p> <p>Writing portfolio: 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, assess grammatical accuracy, demonstrate critical thinking and use imagination</p> <p>Active Reading Strategies: Students are required to read intensively and extensively both updated authentic informational texts (on business, history, education, environment etc.) and narratives (fiction, drama) that focus on building</p>		

	<p>attitude, language and phonetic awareness, comprehension strategies, vocabulary development, writing skills, accuracy, creativity and imagination.</p> <p>Debate: Engaging in debates foster open-mindedness. Debate provides students the opportunity to explore real-world topics and gives opportunity to learn from their peers.</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 is 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. Cheating during the tests will be penalized including the possibility of a zero mark on the test.</p> <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.</p>		
Tentative Schedule			
Week	Date/Day (tentative)	Topics	Textbook/Assignments/Reading
1		<p>Course content: Unit 1 Companies Survival of the Fittest. Present simple and continuous. Career skills; Talking about your job. Write on: The Advantages and disadvantages of Working for a Multinational Company</p>	<p>Intelligent Business Unit 1. Cover-to-Cover 2 Tactics for listening (developing)</p>
2		<p>Course content: Unit 2. Terrorizing the Talent. Articles. Write on: Ways to be a Successful Leader.</p>	<p>Intelligent Business Unit 2 Cover-to-Cover 2 Tactics for listening (developing)</p>

3		Course content: Unit 3. Strategy. Nike's Goddess. Career skills: Short presentations. Future Forms. Write about Your Personal Intention.	Intelligent Business Unit 3 Cover-to-Cover 2 Tactics for listening (developing)
4		Course content: The Rewards of Failure. Success at What Price? Present Perfect and Past Simple. Write on: Recent Events and Developments in My country.	Intelligent Business Unit 4 Cover-to-Cover 2 Tactics for listening (developing)
5		Course Content: Development. Gas for Peru v Green Imperialism. Prosperity or Preservation. Modal Verbs. Write on: How the quality of life changed in Your Country.	Intelligent Business Unit 5 Cover-to-Cover 2 Tactics for listening (developing)
6		Course content: Marketing. Money can buy you love. Comparatives and Superlatives. Write on: What Influences young People's Buying Decisions	Intelligent Business Unit 6 Cover-to-Cover 2 Tactics for listening (developing)
7		Presentations and evaluation Review session Midterm Exam	
8		Course content: Outsourcing The New Global Shift. The Great Job Migration. Conditionals 1 and 2. Write on: How People are Manipulated into Buying Brands.	Intelligent Business Unit 7 Cover-to-Cover 3 Tactics for listening (developing)
9		Course content: Finance. Europe's Enron. The Bottom Line Adjectives and Adverbs Write about Accounting Irregularities that Modern Companies Face.	Intelligent Business Unit 8 Cover-to-Cover 3 Tactics for listening (developing)
		Course content: Recruitment. A Full House. Hiring for the Future.	New Total English, Unit 9 Cover-to-Cover 3

10		Relative Pronouns. Write about the Recruitment Methods.	Tactics for listening (developing)
11		Course content: Counterfeiting Imitating Poverty is Theft. The Globalization of Deceit. Conditionals 1-3. Write on Expansion of Counterfeiting	Intelligent Business Unit10 Cover-to-Cover 3 Tactics for listening (developing)
12		Course content: Markets. Going, going, gone. The people's company. Gerund and Infinitives Write about Advantages and Disadvantages of Buying Online.	Intelligent Business Unit 11 Cover-to-Cover 3 Tactics for listening (developing)
13		Course content: Lobbies Of celebrities, charity and trade. Communication Modal verbs of obligation Write on: Celebrities should get involved in International Politics and Economics.	Intelligent Business, Units 12-13 Cover-to-Cover 3 Tactics for listening (developing)
14		Course content: The Invisible Industry Passives. Reported Speech Speaking Exam	Intelligent Business Units 14-15 Cover -to-cover 3 Tactics for Listening(developing)
15		Review session Final Exam	