



Universidad
Nebrija



**GRADO EN:
LENGUAS APLICADAS
TRADUCCIÓN**

**Asignatura: Oral and Written
Communication skills I.**

Código:



Asignatura: Oral and written Communication skills I.

Formación:

Créditos ECTS: 6

Curso: First

Semestre: First

Profesor/a: Dña. Elena Orduna

Curso académico: --

1. REQUISITOS PREVIOS

Demonstrate sufficient performance at a pre-advanced level in Placement Test.

2. BREVE DESCRIPCIÓN DE CONTENIDOS

The aim of this course is to increase the student's communication skills, oral and written. The course is mainly focused on the development of the student's communicative skills at an advanced level and practising the four specific language skills (reading, writing, listening and speaking) through a task-based and communicative approach. In order to do so, a wide variety of activities (dialogues, exercises, videos, interactive activities) will be carried out by the student, some individually and others in pairs or groups.

The course combines language competence and learning autonomy and has a two-fold objective.

- To improve the students' knowledge of English grammar and their command of the four communicative skills. At the end of the course, students should be able to carry out complex communicative tasks at an advanced level of English.
- To make students effective autonomous learners who can take responsibility for their own learning process.

3. COMPETENCIAS QUE ADQUIERE EL ESTUDIANTE Y RESULTADOS DEL APRENDIZAJE

- Learn to use accurately the English language at an advanced level in those situations in which s/he will be involved in his / her personal and professional life.
- Become aware of the socio-cultural aspects of the English Language that will enable him to understand and perform accurately in the different communicative situations.
- Become more autonomous in the language learning process.
- Be able to apply the previous knowledge in the field to the course and relate the new items to that knowledge.
- Development of the four specific language skills: reading, writing, listening and speaking through a task based and communicative approach.
- Promote the use of learning skills such as critical analysis, evaluating, summarising, note-taking, drawing conclusions, thinking.

4. ACTIVIDADES FORMATIVAS Y METODOLOGÍA

Theoretical- practical sessions: 1,8 créditos ECTS. (45 hours). Introduction and use of new language structures in context by using a task-based and communicative approach. During these sessions there will be a theoretical presentation of items and the student will be required to do a wide variety of exercises, individual and in group, similar to those in which he will be involved in his professional and personal life. All four skills will be practised (reading, writing, listening and speaking) at an advanced level.

Tutorials: 0,6 credits ECTS. (15 hours) Tutorial sessions at students and/ or teachers request so as to monitor the student's development and improvement.

Practice: 0, 6 credits ECTS. (15 hours) Exercises on grammar, vocabulary, reading, writing, listening and speaking using different materials and supports.

Final assignment: 3 credits ECTS, (75hour). Individual of group work done by the student. Students will present a Curriculum Vitae, a cover letter and will be required to deliver a final professional presentation in class using the English language as the only means of communication.

5. SISTEMA DE EVALUACIÓN

5.1. Ordinary:

5.1.1 Midterm exam	20%
5.1.2 Directed Activities (Final assignment, practice, tutorials, exercises,...)	20%
5.1.3 Class Participation and attendance	10%
5.1.4 Final Exam (written and listening)	50%

5.2. Extraordinary:

5.2.1. Repeat exam	70%
5.2.2. The grades obtained in directed activities, written assignments and the oral presentation are kept	30%

The 10% which corresponds to participation during the semester participation will not be considered in the repeat evaluation.

5.3. Restrictions:

In order to make up the final average grade, the student is required to attend an 80% of the sessions specified in the syllabus. Also, it is necessary to obtain a pass (5) in the final exam (either in the regular or repeat evaluation) so as to qualify for a course grade. Any grade under 5 is considered a fail.

Classroom participation is a key aspect of this course which is based on a communicative approach. Participation means being able to ask questions, answer

questions when called upon, volunteering answers to questions and actively listening to others.

No written assignments will be accepted after the due date given. Those students with “dispensa” must talk to their teacher. It is “dispensados” students’ responsibility to contact the professor at the beginning of the semester and keep updated regarding directed activities and requirements for the course.

Plagiarism (illegal and unauthorised copying) is penalised with a zero grade 0 for the entire course.

6. BIBLIOGRAFÍA

- **Basic Textbooks:**

Cunningham, S. & Moor, P (2003): *Cutting Edge*. Longman

It is highly recommended to read literature, magazines, newspapers in English as well as watching newsreports and films in English.

- **Additional Bibliography:**

Greenbaum, S. & Quirk, R. (1990): *A Student’s Grammar of the English Language*. Essex: Longman.

Leech, G. et alia (1987): *A University Grammar of English*. London, Longman.

Murphy, Raymond (1998) *English grammar in Use*. Cambridge: C.U.P. (The edition with key answers and CD is highly recommended)

Swan, M. (1980): *Practical English Usage*. Oxford, O.U.P.

Thompson, A.J. and Martinet, A.V. (1985): *A Practical English Grammar*. Oxford, OUP (plus exercise books).

- **Recommended dictionaries:**

Monolingual:

- *Cambridge Advanced Learner's Dictionary*, 3rd ed. Cambridge University Press.
- *Collins-Cobuild English Language Dictionary*. HarperCollins Publishers.
- *Longman Dictionary of Contemporary English*.
- *Advanced Learner’s Oxford English Dictionary*. Oxford University Press.

Bilingual.

- *The Oxford Spanish Dictionary Spanish /English-English/Spanish*. OUP.
- *Gran Diccionario Moderno Español-Inglés / English-Spanish*. Larousse.

Pronunciation:

- Jones, D. 1989. *English Pronouncing Dictionary* (Rev. by A.C. Gimson & edited by Ramsaram). London: Dent, J.M. & Sons Ltd.

- **Internet sources:**

Exercises:

http://www.oup.com/elt/select?url=%2Feltnew%2Fstudents%2F%3Foup_jspFileName%3DstudentSites.jsp

<http://www.cambridge.org/elt/resources/adult/>

<http://uk.cambridge.org/elt/students/youngadults/default.html>

Vocabulary: <http://www.visualthesaurus.com/index.jsp>



Listening: <http://www.esl-lab.com/>

Actividades de lectura: <http://www.penguindossiers.com/>

British cultura and newspapers:

<http://www.culturelab-uk.com/>

www.bbc.co.uk

www.guardian.co.uk

7. BREVE CURRICULUM DEL PROFESOR

Licenciada en Filología Inglesa, lingüística (UCM). Título DEA y Doctoranda en Filología Inglesa por la Universidad Complutense de Madrid. Actualmente, compagina la docencia en el ámbito de la Filología con la investigación para su tesis doctoral sobre los tratamientos pronominales en Shakespeare y la traducción al español. Su actividad profesional se ha desarrollado en la enseñanza de inglés así como en el desarrollo de materiales didácticos. Sus principales líneas de investigación son a) metodología de la enseñanza de las lenguas y b) lingüística histórica y contrastiva. Ha participado como ponente en congresos sobre el Inglés para Fines Específicos y sobre la historia de la lengua Inglesa.

8. LOCALIZACIÓN DEL PROFESOR

Berzosa Campus. Office I-11, Asturias 5, Ext. 4553.

Mondays and Wednesdays. Final schedule to be confirmed on the first session.

Note: *It is always advisable to make an appointment with the lecturer beforehand in order to ensure she is available.*

9. CONTENIDO DETALLADO DE LA ASIGNATURA

GRADO: LENGUAS APLICADAS

ASIGNATURA: ORAL AND WRITTEN COMMUNICATION SKILLS 1

CURSO: FIRST

SEMESTRE: FIRST

CRÉDITOS ECTS: 6

Semana	Sesión	Sesiones de Teoría, Práctica y Evaluación continua	Estudio individual y trabajos prácticos del alumno	Horas Presenciales	Horas/Semana Estudio y Trabajo
1	1	Introduction. Program explanation. General tips to the students. An introduction to the skills involved in the L2 learning/ teaching process.	Studying, practical exercises and consulting bibliography.	1.5	4
1	2	Textbook: Unit 1 (Going global) Grammatical issues: continuous verb forms. Vocabulary areas: words and phrases related to globalisation Reading: effects of globalisation in one city. Activity: Video (London Travelers)	A variety of individual and group exercises using written and oral skills.	1.5	
2	3	Cont. Unit 1	A variety of individual and group exercises using written and oral skills.	1.5	8
2	4	Cont. Unit 1		1.5	
2	5	Cont. Unit 1		1.5	
3	6	Textbook: Unit 2 (Mixed emotions) Grammatical issues: perfect verb forms. Cleft sentences. Vocabulary areas: feelings. Reading: what makes you laugh?. Writing: a music review	A variety of individual and group exercises using written and oral skills.	1.5	6
3	7	Cont. Unit 2	A variety of individual and group exercises using written and oral skills.	1.5	8
4	8	Cont. Unit 2		1.5	
4	9	Cont. Unit 2		1.5	
4	10	Textbook: Unit 3 (How you come across) Grammatical issues: modals and related verbs. Abstract nouns and relative clauses. Vocabulary areas: describing behaviour. Reading: perfect behaviour in an imperfect world. Writing: e-mails/ a playscript.		1.5	
5	11	Cont. Unit 3	Writing a film report	1.5	4,5
5	12	Cont. Unit 3		1.5	
6	13	Cont. Unit 3	A variety of individual and group exercises using written and oral skills.	1.5	8
6	14	Written examination		1.5	
6	15	Video Activity (Friends)		1.5	
7	16	Textbook: Unit 4 (Mind, body and spirit). Grammatical issues: adjectives and adverbs. Comparatives and superlatives.	A variety of individual and group exercises using written and oral skills.	1.5	6

		Vocabulary areas: health and well-being. Reading: complementary therapies. Writing: a leaflet/ a short news article. Activity: How to give a professional presentation		
7	17	Cont. Unit 4		1.5
8	18	Cont. Unit 4	A variety of individual and group exercises using written and oral skills.	1.5
8	19	Cont. Unit 4		1.5
8	20	Written activity done in class on the Aula Pulrilingüe		1.5
9	21	Textbook: Unit 5 (Learning for life and education) Grammatical issues: passive forms. Vocabulary areas: education, learning skills, university. Reading: complementary therapies. Writing: a education: fact o myth. Activity: Writing a CV and job interviews.	A variety of individual and group exercises using written and oral skills.	1.5
9	22	Cont. Unit 4		1.5
10	23	Cont. Unit 4	A variety of individual and group exercises using written and oral skills.	1.5
10	24	Cont. Unit 4		1.5
10	25	Cont. Unit 4		1.5
11	26	Practical session to prepare presentations.	A variety of individual and group exercises using written and oral skills.	1.5
11	27	Delivery of Oral Presentations		1.5
12	28	Delivery of Oral Presentations		1.5
12	29	Final Course Revision		1.5
13 a 14		Evaluación Final Ordinaria		3
15 a 16		Evaluación Final Extraordinaria		3
1 a 16		Tutorías		15
TOTAL				64.5 + 85.5 = 150 horas