



POLI ESCOLA SUPERIOR TECNOLOGIA GESTÃO TÉCNICO GUARDA	SUBJECT DESCRIPTION	MODELO PED.013.03
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<i>Course</i>	Accountancy					
<i>Subject</i>	English II					
<i>Academic year</i>	2023-2024	<i>Curricular year</i>	1st	<i>Study period</i>	2nd semester	
<i>Type of subject</i>	Elective	<i>Student workload (H)</i>	Total: 140	Contact: 60	<i>ECTS</i>	5
<i>Professor(s)</i>	Prof ^a Doutora Rosa Branca Figueiredo					
<input checked="" type="checkbox"/> <i>Area/Group Coordinator</i>	<i>(select)</i>		Prof. Doutor Samuel Walter Best			
<input type="checkbox"/> <i>Head of Department</i>						

PLANNED SUBJECT DESCRIPTION

1. LEARNING OBJECTIVES

The subject of English II intends to see that students learn how to communicate correctly in English. The four skills (reading, listening, writing and speaking) will be used for that purpose: Oral competences: (reception) reading and listening to a variety of texts of increasing complexity; comprehending different types of information, distinguishing between facts and opinions; (production) using new vocabulary in daily speaking situations; reproducing information; discussing and debating various issues applying a critical attitude, giving personal opinions; presenting conclusions. Written Competences (reception): expand vocabulary; select information, improve the capacity to do research work; (production) describing, narrating, writing texts that emphasize a critical viewpoint, accomplishing written projects, being able to evaluate the results and make conclusions.

2. PROGRAMME

Topics for discussion: Global communication, networking, job market.
 Language Work: topic vocabulary, verb tenses, word order; parts of speech; rephrasing; passive voice, if-clauses.
 Skills: Developing lines of argument and multiple perspectives: point /counterpoint; intermediate practical writing: e-mails, action minutes, letters; press release; guidelines; summaries, reports.
 Case studies: research and debate.

3. COHERENCE BETWEEN PROGRAMME AND OBJECTIVES

The communicative approach described in the contents presupposes the development of transversal competences of critical analysis and research as well as the learning autonomy and creativity of the students, taking them to adopt a critical position in what the universe of the English Language is concerned. This way the teacher will orient the students learning task



allowing each student to have his own opinion based on his own living experiences. Also important is that each student is able to respect social rules and work in a team in order to understand the formation of a true citizenship, that's why the understanding of different cultures will be given additional value. Students will be given the opportunity to use the English language in professional, social and international contexts, as well as using it in mobility missions, like ERASMUS, among universities in Europe. The English Language will be framed in a national, European and global context, as a privileged instrumental tool for the international exchange. We aim to motivate learners by basing modules around up-to-date topics of international interest. Students are encouraged to learn more about the world and other cultures through the medium of English, and personalization is strongly emphasized.

4. MAIN BIBLIOGRAPHY

Students will be given reference material to work on. It is a multilayered, topic-based syllabus which includes thorough and comprehensive work on grammar, vocabulary, pronunciation and the skills of listening, reading, speaking and writing. The students will also be able to use all the research material in the library of the school, including English grammars, dictionaries, exercise books, English magazines, videos, CDs, etc. The use of internet is also strongly recommended. Students may choose the latest editions of the following grammars and dictionaries.

Grammars

- A Practical English Grammar - A. J. Thomson e A. V. Martinet – Oxford
- English Grammar in Use - Raymond Murphy - Cambridge University Press
- Understanding and Using English Grammar - Betty Schramper Azar - Prentice Hall Regents

Dictionaries

- The Oxford Dictionary of English - Oxford University Press
- Merriam-Webster's Collegiate Dictionary (Eleventh Edition) - Merriam-Webster
- Dictionary of Contemporary English (New Edition) – Longman

5. TEACHING METHODOLOGIES (INCLUDING EVALUATION)

Learners are encouraged to take an active, systematic approach to developing their knowledge by doing research, grammar exercises, by using dictionaries and reading extensively on various topics; This course unit also aims to integrate elements of a task-based approach into its overall methodology: structured speaking tasks, which include interviews, mini-talks, problem-solving and story-telling.

Assessment: Students will be assessed according to the rules of the "Regulamento Escolar do Instituto Politécnico da Guarda" and the specifications of the English Department.

Continuous assessment: The Curricular Unit of English will adopt the following forms of continuous assessment, in a face-to-face learning regime:

- Building a profile of students' performance, with the elaboration and presentation of an oral project within the scope of the topics of approached in class (25%);
- 2 minor tests (25%);
- 1 Major Test (50%);

Final assessment:

Face-to-face assessment: written exam: 100%

6. COHERENCE BETWEEN TEACHING METHODOLOGIES AND OBJECTIVES

The Course Unit of English II will be of a theoretical and practical kind. Grammar revision and vocabulary expansion will be given close attention to as well as to speaking and writing tasks where students are supposed to have an active role. To encourage learner independence students will be asked to share their views and opinions on various topics.

7. ATTENDANCE

Attendance schedule: wednesdays (10h-12h)

8. CONTACTS AND OFFICE HOURS

The professor may be contacted at:

Office nº 2.5, 2 nd floor ESECD;

Via e-mail: rbranca@ipg.pt;

Via telephone: 271220110 – VOIP: 5251

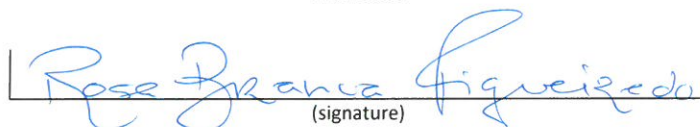
DATE

19 February 2024


SIGNATURES

Professor(s), Area/Group Coordinator or Head of Department signatures

Professor


(signature)

Area/Group Coordinator


(signature)

Assinatura na qualidade de (clicar)


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