



The University of Southern Queensland

## Course specification

| <b>Description: English for Academic Purposes</b> |         |       |         |      |       |           |
|---|---------|-------|---------|------|-------|-----------|
| Subject   | Cat-nbr | Class | Term    | Mode | Units | Campus    |
| UNP   | 7340    | 45029 | 2, 2005 | EXT  | 1.00  | Toowoomba |

|                                   |        |
|-----------------------------------|--------|
| <b>Academic group:</b>            | OPACS  |
| <b>Academic org:</b>              | OPACSP |
| <b>Student contribution band:</b> | 1      |
| <b>ASCED code:</b>                | 091501 |

### STAFFING

Examiner: Carmel Barrett

Moderator: Lyndal Wood

### OTHER-REQUISITES

Pre-requisite: English Proficiency equivalent to IELTS Band 5.5 plus completion overseas or in Australia of Senior High School or Post-secondary diploma or first year degree or equivalent work experience.

### RATIONALE

Since 1988 at University of Southern Queensland, the need has been recognised for students from non-English speaking backgrounds to gain skills in English for academic purposes to equip them for undergraduate study with an Australian university. The skills particularly of reading, writing, listening and speaking require specialised attention.

### SYNOPSIS

There are three parts to the course; each part is conducted simultaneously. Students develop reading skills by processing a range of texts typical of undergraduate reading styles. They also develop academic expository writing skills. The section on listening and speaking develops skills in participating in tutorial presentations at first year university level.

### OBJECTIVES

On successful completion of this course students should be able to perform the following tasks in English:

1. read with comprehension and knowledge of the written structure of a range of articles and other texts;
2. write stylistically appropriate paragraphs, short and extended essays;
3. speak English appropriately on a range of issues for university tutorial audiences.

## TOPICS

|    | Description   | Weighting (%) |
|----|---|---------------|
| 1. | Reading Modules 1-3: paragraph structure, accessing textbooks, referencing, efficient reading strategies, logical relationships in text   | 20.00         |
| 2. | Reading Modules 4-6: structure of analytical expository texts, application of text structure in reading and note making; class participation in set activities  | 25.00         |
| 3. | Writing Modules 1-2: topic sentences, explanatory and supporting details, concluding and linking sentences, paragraphs  | 5.00          |
| 4. | Writing Modules 3-5: essay structure  | 10.00         |
| 5. | Writing Modules 6-8: planning and writing assignment and examination essays and referencing   | 20.00         |
| 6. | Speaking Modules 1-4: listening to and speaking about social and educational issues with partners, in groups and to a larger audience, using spoken language and non-verbal communication to present clearly structured talks | 20.00         |

## TEXT and MATERIALS required to be PURCHASED or ACCESSED

ALL textbooks and materials are available for purchase from USQ BOOKSHOP (unless otherwise stated). Orders may be placed via secure internet, free fax 1800642453, phone 07 46312742 (within Australia), or mail. Overseas students should fax +61 7 46311743, or phone +61 7 46312742. For costs, further details, and internet ordering, use the 'Textbook Search' facility at <http://bookshop.usq.edu.au> click 'Semester', then enter your 'Course Code' (no spaces).

English for Academic Purposes - Reading, English for Academic Purposes - Writing, English for Academic Purposes - Speaking and Listening

## REFERENCE MATERIALS

Reference materials are materials that, if accessed by students, may improve their knowledge and understanding of the material in the course and enrich their learning experience.

## STUDENT WORKLOAD REQUIREMENTS

| ACTIVITY       | HOURS |
|----------------|-------|
| Directed Study | 96.00 |
| Private Study  | 65.00 |
| Test           | 4.00  |

## ASSESSMENT DETAILS

| Description                  | Marks out of | Wtg(%) | Due date    |
|------------------------------|--------------|--------|-------------|
| SPEAKING: TALK 1             | 1.00         | 0.00   | 05 Aug 2005 |
| WRITING: PARAGRAPH STRUCTURE | 12.00        | 3.00   | 12 Aug 2005 |
| READING: TEXT ANALYSIS       | 50.00        | 10.00  | 26 Aug 2005 |
| SPEAKING: TALK 2             | 20.00        | 5.00   | 10 Sep 2005 |
| READING: REVIEW TEST         | 1.00         | 0.00   | 16 Sep 2005 |
| WRITING: ESSAY STRUCTURE     | 14.00        | 7.00   | 16 Sep 2005 |
| LISTENING: NOTE TAKING       | 20.00        | 5.00   | 30 Sep 2005 |
| READING: NOTEMAKING          | 15.00        | 5.00   | 07 Oct 2005 |
| READING: SKILL DEVELOPMENT   | 10.00        | 5.00   | 14 Oct 2005 |
| WRITING: RESEARCHED ESSAY    | 40.00        | 10.00  | 14 Oct 2005 |
| FINAL TEST SPEAKING          | 30.00        | 10.00  | 21 Oct 2005 |
| FINAL TEST READING           | 50.00        | 25.00  | 21 Oct 2005 |
| FINAL TEST WRITING           | 30.00        | 15.00  | 21 Oct 2005 |

## IMPORTANT ASSESSMENT INFORMATION

- 1 Attendance requirements:  
Students are required to attend at least 80% of the scheduled class sessions and ensure their attendance is registered with the staff member in charge of the activity. It is the students' responsibility to access information regarding course-related activities and administration.
- 2 Requirements for students to complete each assessment item satisfactorily:  
To complete each of the assessment items satisfactorily, students must obtain at least 50% of the marks available for each assessment item. All assignment items must be received prior to the start of the examination period for the semester in which the course is offered. Students may be required to resubmit an assignment that is unsatisfactory.
- 3 Penalties for late submission of required work:  
If students submit assignments after the due date without an approved extension of time then a penalty of 5% of the total marks available for the assignments will apply for each day late.
- 4 Requirements for student to be awarded a passing grade in the course:  
To be assured of receiving a passing grade a student must attempt all of the summative assessment items, achieve at least 50% in each examination and at least 50 % of the available weighted marks for the summative assessment items. Students who do not qualify for a Passing grade may, at the discretion of the Examiner, be awarded a Supplementary Examination and/or assigned additional work to demonstrate to the Examiner that they have achieved the required standard. It is expected that such students have gained at least 40 % of the total marks available for all assessment items.
- 5 Method used to combine assessment results to attain final grade:

The final grades for students will be assigned on the basis of the weighted aggregate of the marks obtained for each of the summative assessment items in the course.

6 Examination information:

There are three (3) examinations in this course. The Reading and Writing examinations are Closed Examinations. Candidates are allowed to bring only writing instruments into these examinations. The Speaking examination is an Open Examination. Candidates may have access to any material during the examination.

7 Examination period when Deferred/Supplementary examinations will be held:

Any Deferred or Supplementary examinations for this course will be held during the examination period at the end of the semester of the next offering of this course.

8 University Regulations:

Students should read USQ Regulations 5.1 Definitions, 5.6. Assessment, and 5.10 Academic Misconduct for further information and to avoid actions which might contravene University Regulations. These regulations can be found at the URL <http://www.usq.edu.au/corporateservices/calendar/part5.htm> or in the current USQ Handbook.

## **ASSESSMENT NOTES**

- 1 Students must retain a copy of each item submitted for assessment. This must be produced within 24 hours if required by the Examiner. In accordance with the University's Assignment Extension Policy (Regulation 5.6.1), the examiner of a course may grant an extension of the due date of an assignment in extenuating circumstances.