

UNIVERSITY OF SARGODHA
DEPARTMENT OF ENGLISH

COURSE OUTLINE

SPRING 2020

Course Title: **Language Comprehension and Presentation Skills**

Course Code: **URCE-5192**

Credit Hours: 03

Instructor: Zahra Bokhari

Email: bokharizahra@gmail.com

Introduction to Course:

This introductory course aims at developing linguistic competence by focusing on basic language skills in integration to make the use of language in context.

Course Pre-requisites:

- Nil.

Learning Outcomes:

The objectives of the course are

- To enhance students' language skill management capacity.
- To enable the students to comprehend text(s) in context.
- To enable the students to respond to language in context.
- To enable the students to write structured response(s).

Textbooks to be used for the Course:

- Hancock, M. (2012). *English pronunciation in use intermediate with answers*. Cambridge University Press.
- Mandel, S. (2000). *Effective presentation skills: A practical guide for better speaking*. Crisp Pub.
- Mikulecky, B. S., & Jeffries, L. (2007). *Advanced reading power*. Allyn & Bacon.
- Siddons, S. (2008). *The complete presentation skills handbook: How to understand and reach your audience for maximum impact and success*. Kogan Page Publishers.
- Worthington, D. L., & Fitch-Hauser, M. E. (2018). *Listening: Processes, functions, and competency*. Routledge.
- Yule, G. (2016). *The study of language*. Cambridge University Press.

Evaluation/Assessment Criteria:

Sessional: 20

- Project: 05
- Presentation: 05

- Participation: 05
- Attendance: 05

Midterm exam: 30

Final exam: 50

Weekly Lesson Plan:

Week 1

- Recognizing different phonemes.
- Recognizing syllables.
- Listening to isolated sentences.
- Listening to small speech extracts.

Week 2

- Recognizing different phonemes.
- Recognizing syllables.
- Listening to isolated sentences.
- Listening to small speech extracts.

Week 3

- Managing listening
- Barriers to listening and their remedies.

Week 4

- Expressing opinions (debating current events).
- Oral synthesis of thoughts and ideas.

Week 5

- Conflict resolution through panel discussion.

Week 6

- Features of good presentations.
- Different types of presentations.
- Online Midterm assignment.

Week 7

- Different patterns of introducing a presentation.
- Organizing arguments in a presentation.

Week 8

- Tactics of maintaining interest of the audience.
- Concluding a presentation.
- Giving Suggestions and recommendations.

Week 9

- Dealing with the questions of audience.
- Listening to recorded presentations.

Week 10

- Reading strategies
- Critical reading (SQ3R Method).
- Summarizing
- Sequencing

Week 11

- Inferencing.
- Comparing and contrasting.
- Drawing conclusions.
- Self-questioning.

Week 12

- Relating background knowledge.
- Distinguishing between facts and opinions.

Week 13

- Finding the main idea, important facts and supporting details.
- Comprehending text organization patterns.

Week 14

- Investigating implied ideas in a text.
- Purpose and tone of the text.

Week 15

- Student presentations

Week 16

- Final Exam.

Key dates and Time of Class Meetings:

Semester started on: March 03, 2020

Days	BS Chemistry II Regular	BS Chemistry II Self Support
Monday	11:00 – 12:00	1:00 – 2:00
Tuesday	11:00 – 12:00	1:00 – 2:00
Wednesday	10:00 – 11:00	1:00 – 2:00