

Birzeit University
Department of Languages & Translation
ENGC 1000 Course Syllabus/ Sem. I, 2024-2025

1) Course Description

English 1000 is a non-credit beginners' course that provides students with basic command of English; integrates the four skills; listening, speaking, reading and writing; helps students do the following: understand and use familiar everyday expressions and basic phrases; make simple introductions, ask and answer simple questions; interact in a simple way; use simple grammatical structures.

2) Course Objectives

Upon successful completion of this course, students should be able to:

Writing Skills:

1. Introduce students to a practical and efficient approach to learning the skills, strategies and knowledge that are necessary for succeeding in content coursework.
2. Provide opportunities for students to explore their opinions, discuss their ideas, and share their experiences.
3. Differentiate between general and specific statements.
4. Know how to write better introductions.
5. Learn how to conclude a paragraph.
6. Learn how to use transitions and connections.
7. Learn how to write coherent paragraphs.
8. Learn how to achieve unity.

Listening and Speaking Skills:

1. Listen attentively and carefully
2. Take part in conversations, small group, and whole group discussions, showing an understanding of when to speak and when to listen.
3. Listen for a variety of purposes including gathering information, to follow directions, to participate in a discussion, to form an opinion, to understand information, and to enjoy and appreciate.

4. Evaluate the impact of a range of discussions.
5. Value listening as a means of learning and enjoyment.
6. Realize that listening is an active, constructive process that is important in educational institutes and in students' daily lives.
7. Select and use the appropriate strategies in order to organize activities before, during, and after listening.

Reading Skills:

1. Enhance vocabulary building ability by using different strategies of learning new vocabulary items.
2. Digest a reading passage and answer questions based on the same reading.
3. Read for a variety of purposes including to gather information, to follow directions, to give response, to form opinion, and to understand information.
4. Organize different pieces of information logically, and present them by maintaining the correct order.
5. Read textbooks, passages, essays, letters, magazines, newspapers and internet articles in English language for academic purposes.

3) Textbook Title, Author, and Year:

- **Unlock 1, Reading, Writing & Critical Thinking, Second Edition by Sabina Ostrowska, Kate Adams with Chris Sowton 2019**
- **Unlock 1, Listening, Speaking & critical Thinking by N. M. White, Susan Peterson and Nancy Jordan with Chris Sowton 2019**

4) Suggested Websites:

Helpful websites targeting the four skills: Listening, reading, writing, and speaking.

- <https://quizlet.com/73213924/unlock>
- <http://www.english-test.net/>

- <http://www.toeic-online-test.com/>
- <http://www.learningchocolate.com>
- <http://www.studyenglishtoday.net>
- <http://funeasvenglish.com>
- www.merriamwebster.com
- www.Youtube.com/Edu
- <http://voki.com/>
- <http://www.eslcafe.com/>
- <http://esl.about.com/library/quiz/bltoeflquiz>

5) Course Policy

The following course policies and expectations apply to all parts of ENGC 1000:

Students are expected to:

1. attend all classes except in case of illness or emergency.
2. prepare for class by completing readings and assigned work in advance.
3. actively participate in classroom activities.
4. ask questions if they do not understand.
5. submit all assignments according to instructions, complete, and on time.
6. use instructor comments and feedback to improve future work.
7. cooperate with and act respectfully toward other students and the instructor.
8. communicate with the instructor about problems or concerns as soon as possible.
9. put focused and disciplined effort into the course assignments.

6) Attendance

Regular attendance is mandatory in all classes. Students who miss more than 8 contact hours without an acceptable excuse will receive an FA. If you miss a class, it is your duty to find out what you have missed and what you need to make. Also, in case of interruption of classes, you are expected to continue studying according to the course outline.

Required Units: R&W book: Units 1, 3, 6, 8 ; L&S book: Units 1, 3, 6

Important Notes:

- Students must create Cambridge One accounts of both online reading and listening workbooks.
- Students are requested to do all the required activities and tasks of the online workbooks.
- Cambridge One required units will be covered in all quizzes and tests.

7) Grade Distribution (The pass mark for this course is 60%)

Item	Mark %	Remarks
1. Quiz (LS)	10%	
2. Speaking task (presentation)	5%	
3. Midterm exam	20%	It should cover RW units 1,3 ; LS units 1, 3
4. Writing Assignments (2)	15%	Two writing assignments (assignment one could be from units one or three; and assignment two from unit six.)
5. Cambridge One Tasks + Participation	10%	
6. Final exam-RW & LS	40%	It should cover the following: 4 RW units and 3 LS units (vocab. + language development sections) + writing

Course Outline

(Units: 1, 3, 6, 8 RW book)

(Units: 1, 3 and 6 LS book)

Week	Activities	pages
Week 1	Introduction and Orientation	
	RW Unit 1: People	
	<ul style="list-style-type: none"> • Learning objectives/ Unlock your knowledge • Watch & listen • Reading 1 	PP. 14-20
<u>Week 2</u>	<ul style="list-style-type: none"> • Reading 2 • Language Development • Critical Thinking • Grammar for Writing • Academic Writing Skills 	PP. 21-35
<u>Week 3</u>	LS Unit 1: People	
	<ul style="list-style-type: none"> • Learning objectives / Unlock your knowledge • Watch & listen • Listening 1 	PP.14-24
<u>Week 4</u>	<ul style="list-style-type: none"> • Listening 2 • Countries and Nationalities • Vocabulary for jobs • Pronunciation for speaking 	PP. 25-27 PP. 30-33
<u>Week 5</u>	RW Unit 3: Lifestyle	
	<ul style="list-style-type: none"> • Learning objectives / Unlock your knowledge 	PP. 58-68

	<ul style="list-style-type: none"> • Watch & Listen • Reading 1 • Reading 2 	
<u>Week 6</u>	<ul style="list-style-type: none"> • Language Development • Critical Thinking • Grammar for Writing • Academic Writing Skills • <u>First In-class graded writing assignment (the life of a student in your class) optional</u> 	PP. 69-77
<u>Week 7</u>	<p style="text-align: center;">LS Unit 3: Lifestyle</p> <ul style="list-style-type: none"> • Learning objectives/ Unlock your knowledge • Watch a video • Listening 1 	PP. 58-70
<u>Week 8</u>	<ul style="list-style-type: none"> • Listening 2 • Adjectives <p style="text-align: center;">Midterm Exam</p>	PP.71-78
<u>Week 9</u>	<p style="text-align: center;">RW Unit 6: Homes and Buildings</p> <ul style="list-style-type: none"> • Learning objectives/ Watch & listen • Reading 1 • Reading 2 	PP. 124-133
<u>Week 10</u>	<ul style="list-style-type: none"> • Language Development • Critical Thinking • Grammar for Writing • Academic Writing Skills • <u>Second In-class graded writing assignment (A comparison of two buildings)</u> 	PP.134-143

<u>Week 11</u>	<p style="text-align: center;">LS Unit 6: Homes and Buildings</p> <ul style="list-style-type: none"> • Learning objectives/ Unlock your knowledge • Watch a video • Listening 1 • <i>Language development</i> • Listening 2 <p style="text-align: center;"><u>Quiz: Listening & Speaking (optional)</u></p>	PP.126-138
<u>Week 12</u>	<p style="text-align: center;">LS Unit 6: Homes and Buildings</p> <ul style="list-style-type: none"> • Speaking 	PP.139-145
<u>Week 13</u>	<p style="text-align: center;">RW Unit 8: Transport</p> <ul style="list-style-type: none"> • Learning objectives/ Watch & listen • Reading 1 • Reading 2 	PP. 168-179
<u>Week 14</u>	<ul style="list-style-type: none"> • Language Development • Critical Thinking • Grammar for Writing • Academic Writing Skills • 	p. 180-188
<u>Week 15</u>	<p style="text-align: center;">Extra practice : writing a paragraph explaining the results of a survey about transport</p>	P. 187-188
<u>Week 16</u>	Revision	
Final Exam		