

**Course Title:** Oral Skills  
**Course Code:** 1502112

### **1. Course Objectives:**

This course aims at helping students develop their ability and confidence to initiate communication and respond appropriately. It also aims at helping students cope with different social situations successfully.

### **2. Learning Outcomes:**

#### **A. Knowledge and Understanding: students should**

- A.1) know appropriate structures for different social contexts and situations.
- A.2) recognize the various non-verbal techniques to support verbal communication.
- A.3) understand questions which require short or extended answers.
- A.4) understand how language is used strategically for different purposes.

#### **B. Intellectual/ Cognitive/ Analytical Skills: students should**

- B.1) produce unified speeches with clear ideas/ clear language.
- B.2) develop the ability to reproduce orally the substance of a text/ passage of English after having heard it or read it.
- B.3) improve their analytical and critical thinking skills through the development of well thought-out arguments in discussions and presentations.
- B.4) be able to observe how language works to portray roles and speaker identities.

#### **C. Subject Specific Skills: students should**

- C.1) be fully aware of the different levels of formality in given situations/ contexts.
- C.2) anticipate the responses of others in the chosen options.
- C.3) be able to deliver a well-prepared presentation.
- C.4) be able to acquire group skills and accordingly appreciate team work.

#### **D. Transferable Skills: students should**

- D.1) develop better oral skills through class discussions and situation-based activities.
- D.2) develop a sense of participation and group work.
- D.3) expand their vocabulary through exploring new assigned topics and class discussions of students' presentations.
- D.4) develop communicative confidence, negotiation ability and the expression of the intentions.

### **3. Teaching Methods**

Classroom Activities: Typical activities include: scenarios, language games, story telling, drama activities, discussions/ debates, presentations/ talks, listening to audio/ video materials to be reported orally in classroom. All activities require maximum student involvement. Scenarios/ drama activities should reflect real-life happenings that entail the unexpected and require the use of language to resolve them.

### **4. Assignments**

Practice tasks and exercises will be set during the course to be done at home.

### **5. Assessment**

- 1. Mid-term Exam: 30%
- 2. Class work:  
Assignments/ participation: 10%
- 3. Quiz: 10%
- 4. Final Exam: 50%

### **6. Course Schedule based on textbook: *Function of American English***

<b>Week 1</b>	<b>Talking about yourself</b>
<b>Week 2</b>	<b>Asking for Information</b>
<b>Week 3</b>	<b>Getting people to do things</b>

<b>Week 4</b>	<b>Talking about past events</b>
<b>Week 5</b>	<b>Conversation techniques</b>
<b>Week 6</b>	<b>Talking about the future</b>
<b>Week 7</b>	<b>Offering to do something, asking for permission...</b>
<b>Week 8</b>	<b>Giving opinions</b> <i>Mid-term Exam</i>
<b>Week 9</b>	<b>Describing things</b>
<b>Week 10</b>	<b>Talking about similarities</b>
<b>Week 11</b>	<b>Making suggestions and giving advice</b>
<b>Week 12</b>	<b>Complaining, apologizing and forgiving</b>
<b>Week 13</b>	<b>Describing places, describing people</b>
<b>Week 14</b>	<b>Telling a story</b>
<b>Week 15</b>	<b>Dealing with moods and feelings</b>
<b>Week 16</b>	<i>Final Exam</i>

### **7. Participation and attendance:**

Participation in class is essential. Students are expected to participate actively. Regular attendance is essential as well.

### **8. Textbook**

*Jones, Leo and G. von Baeyer. Function of American English: Communication Activities for the Classroom.*

### **9. References**

Students are encouraged to consult some of the following books. They read easily, without teacher's help:

1. Allie Wall. (1987). *Say It Naturally*.
2. Richards, J. and M. Long. (1985). *Breakthrough*.

3. Hill, L. A. (1980). *Teaching of Discussion*.
4. Dobson, Julia. *Effective Techniques for English Conversation Groups*.
5. Hargreaves, R. and M. Fletcher. (1982). *Arguing and Discussing*.