

1.	Name of Subject : Essential English					
2.	Subject Code: PEN0055					
3.	Status of Subject: Core					
4.	Stage: Foundation					
5.	Version: Date of Previous Version – Date of Current Version – October 2011					
6.	Name (s) of academic staff : Chua Yong Eng, Elaine Ang Hwee Chin, Zalina Ismail, Chin Chiu Jin					
7.	Rationale for the inclusion of the subject/module in the programme : To enhance proficiency in the English language to an advanced level with particular emphasis on reading skills and grammar for academic purposes.					
8.	Semester and Year offered: Trimester 2, Foundation					
9.	Total Student Learning Time (SLT)		Face to Face			Total Guided and Independent Learning
	L = Lecture T = Tutorial P = Practical O = Others (Presentation, Exam)	L 41	T 0	P 0	O 3	Guided (41+3) = 44 Independent = 76 Total = 120
10.	Credit Value: 3 (120/40 = 3.0)					
11.	Prerequisite (if any) : NIL					
12.	Learning outcomes : i. Present factual information and express ideas effectively (Affective, Level 2) ii. Interpret texts critically by using relevant reading skills (Cognitive, Level 2) iii. Summarise from given texts and develop essays using correct writing conventions (Cognitive, Level 2) iv. Explain and apply grammar rules correctly in speaking and writing (Cognitive, Level 2)					
13.	Synopsis: This subject helps students to enhance their level of proficiency in the language for academic purposes. The focus will be on reading and grammar in order to sharpen their reading skills and comprehension. Students are introduced to academic writing skills as they are required to be able to write good essays using correct grammar. Speaking is taught to enhance their spoken language as well as boosting their confidence in using the English language.					
14.	Mode of Delivery : Lecture					
15.	Assessment Methods and Types :					
	i. Oral presentation	10%				
	ii. Writing Assignment	15%				
	iii. Reading Project	15%				
	iv. Final Examination	60%				
	Total	100%				
16.	Mapping of the subject/module to the Programme Learning Outcomes :					% Contribution
	To acquire social skills and create awareness of social responsibilities.					12.5
	To communicate effectively and work independently as member/leader of a team in various context.					37.5

To acquire analytical and problem-solving skills.	25
To acquire lifelong learning skills and information management skills.	25

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Content outline of the subject/module and the SLT per topic :

TOPIC	Content Outline	SLT		
		Lecture	Tutorial	Self-study
1	Listening & Speaking All listening sub-skills including predicting speaker's next point and confirming or negating the prediction; listening critically and making own judgments, practicing note-taking, recognising speakers' intentions, roles and relationships. All speaking sub-skills including speaking effectively in presenting factual information using correct pronunciation, stress, intonation and body language effectively.	8	-	8
2	Reading & Vocabulary All reading sub-skills including identifying main ideas and supporting details; skimming and scanning; reading critically; distinguishing facts from opinion; making inferences and predicting outcomes ; extending and developing vocabulary in context; building new words using affixes.	13	-	13
3	Writing All writing sub-skills including generating and developing ideas; deciding on relative prominence of points – prioritising and organising ideas; developing thesis statement, topic sentences and supporting details; writing effective introductions and conclusions; developing coherent and cohesive paragraphs leading to extended writing; drafting, revising and proofreading; developing expository writing focusing on exemplification essays, compare & contrast essay and summary writing.	10	-	10
4	Grammar Fragments; run-ons; faulty modifiers; parallelism.	10	-	10
5	Oral Presentation	1	-	3
6	Writing Assignment	0	-	4
7	Reading Project	0	-	8
8	Final Exam	2	-	20
	TOTAL	44	-	76

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Teaching and Learning Activities/Total Student Learning Time (SLT):

	Face to face	Self learning / Preparation
Lecture	41	41
Oral Presentation	1	3
Writing Assignment	0	4

Reading Project	0	8
Final Exam	2	20
Sub-total	44	76
Total SLT Hours	120	

19. **Main references supporting the subject :**
 Azar, B. S. (2009). *Understanding and using English grammar (4th ed.)*. New Jersey: Prentice Hall Regents.
 Langan, J. (2007). *College writing skills (7th ed.)*. New York: McGraw-Hill.

Additional references supporting the subject :

Espeseth, M. (2002). *Academic listening encounters: Listening, note-taking, and discussion: Content focus, human behavior*. Cambridge: Cambridge University Press.

Gaudart, H., Hughes, R. & Michael, J. (2007). *Towards better English grammar (2nd ed.)*. Shah Alam: FajarBakti.

Harvey S. Wiener, Charles Bazerman. (2006). *Reading skills handbook*. Pearson Education. New York.

Lynch, T. (2004). *Study speaking: A course in spoken English for academic purposes (2nd ed.)*. Cambridge: Cambridge University Press

No	Subject Learning Outcomes (SLO)	Type of Assessment	Topic/Contents (from syllabus document)	Final Exam Questions
1	Present factual information and express ideas effectively	Oral Presentation	1	
		Reading Assignment	3	
2	Interpret texts critically by using relevant reading skills	Reading Assignment	2	
		Final Exam	2	
3	Summarise from given texts and develop essays using correct writing conventions	Writing Quiz	3	
		Final Exam	3	
4	Explain and apply grammar rules correctly in speaking and writing	Oral presentation	1, 4	
		Writing Quiz	3, 4	
		Reading Assignment	2, 4	
		Final Exam	3, 4	