

**COURSE DESCRIPTION AND COURSE REQUIREMENTS**  
**ACADEMIC YEAR 2020/2021 SPRING SEMESTER**

<b>Course name</b>	<b>Introduction to English for Technical Studies - Writing</b>
<b>Course Code</b>	<b>SZE020AN</b>
<b>Hours/Week</b>	<b>2 seminars</b>
<b>Credits</b>	<b>2</b>
<b>Degree Programme</b>	<b>All</b>
<b>Study Mode</b>	<b>Full time</b>
<b>Evaluation</b>	<b>Final course grade</b>
<b>Teaching Period</b>	<b>Spring/ Autumn</b>
<b>Prerequisites</b>	<b>Placement test (minimum entry level: CEFR B1+)</b>
<b>Department</b>	<b>Centre for Foreign Languages for Technical Purposes</b>
<b>Instructor</b>	<b>Julia Török</b> <b>Office: B031, e-mail: <a href="mailto:torok.julia@mik.pte.hu">torok.julia@mik.pte.hu</a></b>
<b>Time and venue of classes</b>	<b>Wednesday 9.30 – 11.00</b>

#### AIMS AND OBJECTIVES

The aim of the course is to help students understand the conventions of academic writing in English and develop their ability to write in an academic and professional manner.

#### SHORT COURSE DESCRIPTION

The course is designed for students attending engineering higher education. It requires an intermediate knowledge of English. This course bridges the gap between general and academic English and introduces students to the principles of effective written communication and critical reading. The selection of materials focuses on the needs of students in engineering higher education. The course features thought-provoking topics with several articles and texts on the latest developments in technology and engineering. These texts used as important resources for academic and technical vocabulary and models of the passages written by students. Students practise note taking, paraphrasing, writing technical descriptions, reviews, posters and learn the skills of developing an argument and analysing visual information. The course develops students' understanding of how they can avoid plagiarism. Students will have individual tasks but they will also work in pairs or teams.

#### CONTENT

*Syllabus:*

Week 1            Orientation  
Week 2            Reading: 5G

Week 3	Writing: giving a definition, developing an argument Reading: robots and machines
Week 4	Writing: note taking, comparing and contrasting Reading: waste management technologies
Week 5	Writing: proposals Reading: nuclear energy
Week 6	Writing: giving a balanced view Reading: Dyson electronics
Week 7	Writing: summary Midterm test
Week 8	Reading: subterranean hotel Writing: collecting information from sources, referencing
Week 9	Reading: BIM Writing: technical description
Week 10	Spring break
Week 11	Reading: engineering feats Writing: posters
Week 12	Reading and writing: crediting sources, avoiding plagiarism
Week 13	Reading and writing: understanding visual information, graphics; graphs
Week 14	Revision
Week 15	Final test

## REQUIREMENTS AND ASSESSMENT

### *Attendance:*

Attendance is required for all classes and will impact the grade. Unexcused absences will adversely affect the grade, and absences from more than 30% of the total number of lessons will be grounds for failing the class. Punctual attendance for the whole lesson is required and arriving more than 20 minutes late will be counted as an absence. In the case of an illness or family emergency, the student must present a valid excuse, such as a doctor's note.

### *Minimum Course Requirements, Assessment and Grading Policy:*

For passing the course students are required to pass both the midterm- and final test (minimum 50%).

Students can retake missed or failed tests only once. They can also re-sit the test if they want to improve their mark. In the latter case the result of the re-sit will be taken into consideration when the final course grade is calculated.

Submission of home assignments.

Final grade: midterm test 25%, final test 25%, home assignment 25%, class participation: 25%

### *Grading Scale:*

85 – 100%	5 (Excellent)
76 – 84%	4 (Good)
61 – 75%	3 (Average)
50 – 60%	2 (Poor)
0 – 49%	1 (Fail)

## COURSEBOOKS AND RECOMMENDED READING

Handouts in the Teams Class Material folder of the course