Studying in a University

Language Skills

Language skills

Four language skills:
- Listening
- Speaking
- Reading
- Writing

The four skills are related to each other by two parameters:
- the mode of communication: oral or written
- the direction of communication: receiving or producing the message

Receptive skills

The receptive skills are listening and reading, because learners do not need to produce language to do these, they receive and understand it. These skills are sometimes known as passive skills. They can be contrasted with the **productive** or active skills of speaking and writing.

Productive skills

The productive skills are speaking and writing, because learners doing these need to produce language. They are also known as active skills. They can be compared with the receptive skills of listening and reading.

Literacy

Literacy

Literacy is the ability to make and communicate meaning from and by the use of a variety of socially contextual symbols.

Within various levels of developmental ability, a literate person can derive and convey meaning, and use their knowledge to achieve a desired purpose or goal that requires the use of language skills, be they spoken or written.

Literacy is "not in isolated bits of knowledge but in students' growing ability to use language and literacy in more and broader activities" (Moll, 1994).

The definition of literacy is dynamic, evolving, and reflects the continual changes in our society.

Literacy has, for instance, expanded to include literacy in information and communication technologies and critical literacy (Cunningham, 2000).

Numeracy

Numeracy

Numeracy involve using mathematical ideas efficiently to make sense of the world. While it necessarily involves understanding some mathematical ideas, notations and techniques, it also involves drawing on knowledge of particular contexts and circumstances in deciding when to use mathematics, choosing the mathematics to use and critically evaluating its use.

A numerate person should understand some of the ways mathematics can be used for communication, and this required the possession of two attributes:

- *being 'at-ease'* with all those aspects of mathematics that enable a person to cope with the practical demands of everyday life
- the *ability to understand* information presented in mathematical terms.

Digital literacy/E-Literacy

❖ The ability to use digital technology, communication tools or networks to locate, evaluate, use and create information.

❖ The ability to understand and use information in multiple formats from a wide range of sources when it is presented via computers.

Digital literacy/E-Literacy

❖ A person's ability to perform tasks effectively in a digital environment...

❖ Literacy includes the ability to read and interpret media, to reproduce data and images through digital manipulation, and to evaluate and apply new knowledge gained from digital environments.

Why do we need Critical Literacy?

❖ All observation and description takes place within an already constructed framework of socially, ideologically and linguistically constructed reality, whether the observer/ describer is articulately aware of that framework or not.

      ❖ (Burton 1982:196).

❖ Readers need to be aware of these informing ideologies in constructed texts.

What does "Critical Literacy" mean?

❖ The ability to read texts in an active, reflective, and questioning manner in order to better understand power, inequality and injustice in human relations .

  ❖ www.learnnc.org

❖ The practice of challenging texts through an analysis of the roles that power, culture, class and gender play in the message of the texts.

❖ While reading a text critically, a reader assumes four roles

  ❖ Code breaker: understanding the text at the surface level
  ❖ Meaning maker: comprehending the text at the level intended by the author
  ❖ Text user: analysing the factors that influenced the author and the text; and
  ❖ Text critic: understanding that the text is not neutral, and that existing biases informs calls to action.

    ❖ Frey & Fisher, 2015

Internet Etiquette

Internet Etiquette

The internet is the display of data in various formats on a monitor transmitted through cables and radio frequencies. Etiquette is a social code. Therefore, internet etiquette/netiquette is the social code of the internet.

"Netiquette" stands for "Internet Etiquette", and refers to the set of practices created over the years to make the *Internet* experience pleasant for everyone.

Like other forms of etiquette, netiquette is primarily concerned with matters of courtesy in communications. The following sections provide more information.

► *1. Netiquette Basics*

- Help the newbies

- Research before asking

- Remember emotion

2. Netiquette of Sending

- Be brief

- Use white space

- Use descriptive subject lines

- Stay on-topic

- Be careful sending attachments

- Copy the minimum number of people

- Include your email address

- Respect non-commercial spaces

- Avoid flaming

3. Netiquette of Replying

- Replying and forwarding

- Summarize for the group

- Check current information before replying

- Reference past communications

- Acknowledge important communications

4. Netiquette of Confidentiality

- Don't publicize other's email addresses

- Never send what you don't read

- Remember archiving

- Respect copyright