



NATIONAL UNIVERSITY OF COMPUTER  
& EMERGING SCIENCES  
**Functional English**

FALL 2023

<b>COURSE CODE</b>	SS
<b>COURSE TITLE</b>	<b>Functional English</b>
<b>CREDIT HOURS</b>	<b>2</b>
<b>COURSE DESCRIPTION</b>	The course aims to develop student proficiency in the four language skills: Reading, Writing, Listening and Speaking. Students will study English language in a range of academic contexts including essays, short stories, and articles: write informative and expository essays and practice their argumentative and analytical skills.
<b>MODE OF INSTRUCTIONS</b>	<ul style="list-style-type: none"><li>– Lectures and Discussion</li><li>– Collaborative learning</li><li>– Education technologies, including word processing, the internet and electronic presentation.</li></ul>
<b>COURSE OBJECTIVES</b>	<p>Students will be able to</p> <ol style="list-style-type: none"><li>1. Read and analyze selected texts to get the author's main idea and supporting details.</li><li>2. Identify logical relationships: style and tone of the text.</li><li>3. Organize and develop ideas with logical and well supported arguments.</li><li>4. Write well-structured essays.</li><li>5. Use language proficiently in general/ academic listening and speaking tasks.</li><li>6.</li></ol>
<b>TEXT BOOKS</b>	<ul style="list-style-type: none"><li>– Models for Writers _Fourteenth Edition (Alfred Rosa and Paul Eschholz)</li><li>– The Writer's Reference - Diana Hacker</li></ul>
<b>GRADING CRITERIA</b>	<ul style="list-style-type: none"><li>– Mid-Terms (2) 30</li><li>– Quizzes 10</li><li>– Assignments 10</li><li>– Final Exam 50</li></ul>
<b>CLASSROOM COURTESIES</b>	<ul style="list-style-type: none"><li>– Dress code: Formal</li><li>– Attendance is compulsory</li><li>– Deadlines must be observed</li></ul>
<b>PLAGIARISM / ACADEMIC DISHONESTY</b>	<ul style="list-style-type: none"><li>– All work submitted must be the student's own work. Cases of plagiarism shall be sent to the Disciplinary Committee. Research format is expected to follow standard documentation APA guidelines.</li></ul>

## Course Contents:

Week	Topics	Assigned Readings and Tasks
<b>Week 1</b>	Course Introduction: Grading Policy, Diagnostic Test – Reading Comprehension: Identifying the author's thesis and purpose; Identifying the supporting details	Readings: <b>Models for Writers</b> Analysis of essay/story/article
<b>Week 2</b>	<b>Reading Comprehension:</b> Identifying implied ideas and drawing inferences -Identifying the supporting details (major and minor) +	<b>Models for Writers</b> Assignment 1
<b>Week 3</b>	<b>Reading Comprehension:</b> Critical Analysis and Text)-Style and Tone in a text + Quiz 1	Readings: <b>Models for Writers</b>
<b>Week 4</b>	Reading Comprehension: Literary devices: style, tone and Patterns of organization	
<b>Week 5</b>	Writing Process: Brainstorming, Clustering, Listing. Narrowing down a broadtopic.	<b>Assignment 2</b>
<b>Week 6</b>	Writing Process: Paragraph Structure and Development. Topic sentence, supporting details, concluding sentence- Writing a paragraph-Introduction:Thesis Statement Writing + <b>Session 1 Exam</b>	Assign Short story
<b>Week 7</b>	Writing Process: Thesis statement: development (topic + controlling idea + reasons) Writing a thesis statement	Assign Reading
<b>Week 8</b>	Writing Process: Five-paragraph Essay Structure: Intro., Main Body, Conclusion. Expository essay outline development	Assign Reading for Cause-and-Effect Essays
<b>Week 9</b>	Writing Process: Essay writing (continued) – expository essay (informative)- Introduction to applications + <b>Quiz 2</b>	
<b>Week 10</b>	Writing Process: Application writing using prompts. Argumentative writing + Assignment 3	Assign texts for Critical Analysis
<b>Week 11</b>	Listening: Listening and Hearing. Barriers to listening	Assign Reading for Persuasive Essays
<b>Week 12</b>	Listening: Critical Listening + <b>Session 2 Exam</b>	
<b>Week 13</b>	Speaking: Guideline for speaking. Structuring Presentations + <b>Quiz 3</b>	
<b>Week 14</b>	Speaking: Presentations Skills. Developing power point for presentations	
<b>Week 15</b>	Speaking: Short Stories Presentations as <b>Assignment 4</b>	